

**DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, FEBRUARY 24, 2014**

AGENDA 3-10-14  
ITEM C-1

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order at 7:37 PM by President Keough at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan.

**B. ROLL CALL:** President Keough

J. Carson  
D. Fisher  
J. Semifero

P. Cousins  
J. Knight  
R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Carol Jones, Village Clerk; Scott Maurer, Water and Sewer Department; Patrick Droze, Orchard, Hiltz and McCliment; Dan Smith, Washtenaw County Commissioner; Scott Munzel, DDA Attorney; residents and media.

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting – February 10, 2014

Motion Knight; support Carson to approve the minutes of the Regular Council Meeting of February 10, 2014 as presented.

Unanimous voice vote for approval

**D. PREARRANGED PARTICIPATION**

None

**E. APPROVAL OF THE AGENDA**

Motion Carson; support Fisher to approve the agenda with additional information for item I-5 Village Manager Report and adding a closed session as item O moving adjournment to P.

Unanimous voice vote for approval

**F. PUBLIC HEARINGS**

*Action on each public hearing will be taken immediately following the close of the hearing*

None

## **G. NON-ARRANGED PARTICIPATION**

None

## **H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Sign Calendar

## **I. REPORTS**

### **1. Public Services Superintendent – Dan Schlaff**

Mr. Schlaff submits his progress report of the DPW and Water/Sewer per packet. Scott Maurer gave the following updates as Mr. Schlaff was not present at the meeting:

- Sludge Project - Still on the same schedule.
- Fire Station – had to replace four feet of water lines and did work on the inside.
- Cold Patch – responded to a question on the use of cold patch and why it wasn't compressed into the road surface.

### **2. Community Development Manager – Michelle Aniol**

Ms. Aniol submits her report as per packet and was not at the meeting.

Comment – President Keough requested to see a copy of the MEDC – Redevelopment Ready Communities Application

### **3. Boards, Commissions. & Other Reports-“Bi-annual or as needed”**

Washtenaw County Sheriff Written Report  
Sgt. Flores submits his report as per packet.

### **4. Subcommittee Reports**

Facilities – Notes from 2-7-14

The question was raised about having a consultant for the process of looking at facilities. Discussion followed.

Motion Fisher; support Semifero to have staff prepare a RFP/RFQ (Request for Proposal/Request for Quotation) to evaluate the Fire Hall and Village Office options.

Ayes: Carson, Cousins, Fisher, Semifero, Tell and Keough

Nays: Knight

Motion carries 6 to 1

### **5. Village Manager Report**

Mrs. Dettling submits her report as per packet. Mrs. Dettling gave the following verbal updates:

- LED light replacement – contractor was here today to change out the lights and Sylvania will cover the cost.
- Four way stop on Third Street at Hudson and Inverness – a four-way stop is not warranted in these locations but will be looking to have trimming of vegetation for better sight lines.
- Patrick Droze reported on the Border to Border Trail and access at Huron Farms stating that MDOT would not put a grade crossing in for the railroad track but would allow a raised crossing at a significant cost.

#### 6. President's Report

Mr. Keough submits his report as per packet. In addition Mr. Keough reported on the following:

- Spoke of a meeting with Tom Colis, Tom Traciak, Tom Covert, Donna Dettling, Michelle Aniol and Marie Sherry regarding the existing bond debt within the DDA. The 2008 taxable bond has some options and paying the last three years of principle will have a significant impact on interest savings. The DDA met on February 20 and unanimously supported paying the last three years of principle.
- The DDA at the February 20 meeting agreed to accept the \$85,000 from the Chelsea Wellness Foundation and the check was received today (February 24) and will be put towards the ADA Ramp in Mill Creek Park.
- The DDA also approved up to \$110,000 towards the lighting on the Ann Arbor Street project.
- The question has been asked whether the DDA can help fund a public building. Tom Colis has provided some information regarding this question.

#### J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$348,946.64

Motion Fisher; support Semifero to approve item 1 of the Consent Agenda.

Unanimous voice vote for approval

#### K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps-Charter Commission Update

Ms. Nicholls reported that the Charter Commission is moving along with their weekly meetings on Wednesday. At the next meeting they will hold the second reading on the Election Section and then move into the Taxation Section. One issue has come up regarding whether a council person running for mayor should have to resign their position.

**L. NEW BUSINESS-Consideration of and Discussion of:**

1. Discussion of: Safe Routes to School Project Update

Patrick Droze spoke about the rapid flashing beacons and why they were taken out of the project due to not enough traffic and not meeting the warrant. The plan looks to widen Baker Road slightly to increase the size of the island in the roadway. A question was raised on the sidewalk along Dan Hoey and the need for an easement.

2. Consideration of: OHM Proposal for Design Services for the Safe Routes to School Project not to exceed \$34,000

Motion Carson; support Tell to approve the OHM proposal for design service for the Safe Routes to School Project not to exceed \$34,000.

Ayes: Cousins, Fisher, Knight, Semifero, Tell, Carson and Keough

Nays: None

Motion carries

3. Consideration of: MDOT Contracts for the Ann Arbor Road and Central Street Road, 2014 Construction Projects

Motion Fisher; support Semifero to approve the MDOT contracts for the Ann Arbor Street and Central Street, 2014 construction projects.

Ayes: Fisher, Knight, Semifero, Tell, Carson, Cousins and Keough

Nays: None

Motion carries

4. Consideration of: Uniform Video Service Local Franchise Agreement Request from AT&T

Motion Tell; support Semifero to approve the uniform video service local franchise agreement request from AT&T.

Ayes: Knight, Semifero, Tell, Carson, Cousins, Fisher and Keough

Nays: None

Motion carries

5. Discussion of: Border to Border Trail Connection to Central Street  
(Verbal update from February 21, 2014 meeting)

In an update from the February 21 meeting – will need to take time to get the trail connection done properly, looks like MDOT will correct the easement for the DPW driveway from 2006, looking for a way to fund the path around the DPW and may be looking at non-motorized trail funding.

6. Discussion of: Agreement for payment in lieu of Maintenance and

Guarantee Bond for Dedication of Dexter Crossing  
6, 7, & 8

Mr. Haeussler has proposed an amount of \$10,000 to be paid in June and December until Dexter Crossing is 90% built. Recommended that the Village ask for the \$10,000 until 95% built.

**M. COUNCIL COMMENTS**

Carson	None
Tell	None
Knight	None
Jones	Flyer on the table regarding the Maple Syrup Festival on March 8 sponsored by the Big 400.
Semifero	None
Fisher	None
Cousins	Highlighted some of the activities on March 8 such as the Pancake Breakfast at the Chelsea Alehouse and that four Dexter restaurants (Aubree's, Dexter's Pub, Red Brick and Terry B's) will be serving appetizers, entrees and/or desserts which include maple syrup.

**N. NON-ARRANGED PARTICIPATION**

None

**O. CLOSED SESSION**

Motion Tell; support Knight to move into closed session for the purpose of discussing a document covered under Attorney/Client privilege in accordance with MCL 15.268 at 9:02 PM.

Ayes: Semifero, Tell, Carson, Cousins, Fisher, Knight and Keough  
Nays: None  
Motion carries

Motion Cousins; support Fisher to leave closed session at 10:13 PM.

Ayes: Tell, Carson, Cousins, Fisher, Knight, Semifero and Keough  
Nays: None  
Motion carries

**P. ADJOURNMENT**

Motion Semifero; support Knight to adjourn at 10:14 PM  
Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones  
Clerk, Village of Dexter

Approved for Filing: \_\_\_\_\_



DEXTER VILLAGE COUNCIL  
WORK SESSION  
MONDAY, FEBRUARY 24, 2014

AGENDA 3-10-14  
ITEM C-2

**A. CALL TO ORDER**

The meeting was called to order at 6:07 PM by President Keough at the Dexter Senior Center at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

**B. ROLL CALL:** President Keough

J. Carson	P. Cousins
D. Fisher	J. Knight
J. Semifero	R. Tell

Also attending: Village Manager, Donna Dettling; Assistant Village Manager, Courtney Nicholls; Council Clerk, Carol Jones; Dexter Water and Sewer Department, Scott Maurer; Orchard, Hiltz and McCliment representative, Patrick Droze, Dexter Mill owners John Cares, Jean Cares, and Keri Romine; Dexter Mill architect, Richard Henes; residents and media.

**C. PURPOSE:** This work session is being held to provide an interactive discussion between the Dexter Mill representatives and Village Council.

1. Review out to bid drawing for Central Street Project

- Patrick Droze led the discussion on the project giving a review of the road building, design, guidance, and what is needed and what is approvable by MDOT. Mr. Droze presented five alternatives with recommendations from MDOT on what is acceptable, what is not acceptable, and the need for an easement to create parking and a sidewalk.
- Discussion included on the options with the easement, road re-alignment, MDOT requirements, and the appeal process if used.

2. Update on inquiry to MDOT

- Information was provided on feedback received from MDOT

3. Next Steps, where do we go from here?

**D. COMMENTS**

Steve Bemis, 6500 Jennings Road, Ann Arbor gave a recommendation regarding the easement language.

Larry Gilbert, 3194 N. Territorial Road, Ann Arbor commented on MDOT and the appeal process.

**E. ADJOURNMENT**

Adjourned at 7:31 PM  
Respectfully submitted,  
Carol J. Jones  
Clerk, Village of Dexter

Approved for Filing: \_\_\_\_\_





# 2014 Meeting Calendar

Board	Date	Time	Location	Website	Village Representative
Village Facility Committee	3/7/2014	9:00 a.m.	Village Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Paul Cousins, Julie Knight,
Village Council Work Session	3/8/2014	8:30 a.m.	Copeland Board Room	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Shawn Keough
Dexter Village Council	3/10/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Dexter Village Tree Board	3/11/2014	5:00 p.m.	Village Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
5H - Dexter Coalition	3/11/2014	5:30 p.m.	Dexter Wellness Center	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Scio Township Board	3/11/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.ewashtenaw.org/">http://www.ewashtenaw.org/</a>	
Chelsea Area Planning Team/Dexter Area Regional Team	3/12/2014	7:00 p.m.	Lyndon Township	<a href="http://www.dexterchamber.org/">http://www.dexterchamber.org/</a>	
Dexter Area Chamber of Commerce	3/12/2014	8:15 a.m.	Copeland Board Room	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
City Charter Commission	3/12/2014	6:30 p.m.	Copeland Board Room		
Gateway Initiative (Big 400)	3/14/2014	9:30 a.m.	Waterloo Recreation Area	<a href="http://dexterschools.org/">http://dexterschools.org/</a>	
Dexter Community Schools Board of Education	3/17/2014	7:00 p.m.	Creekside Intermediate School	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Jim Carson
Dexter Village Zoning Board of Appeals - if needed	3/17/2014	7:00 p.m.	Senior Center	<a href="http://www.twp-dexter.org/">http://www.twp-dexter.org/</a>	
Dexter Township Board	3/18/2014	7:00 p.m.	Dexter Township Hall	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Donna Fisher
Dexter Village Parks Commission	3/18/2014	7:00 p.m.	Village Offices	<a href="http://www.twp.webster.mi.us/">http://www.twp.webster.mi.us/</a>	
Webster Township Board	3/18/2014	7:30 p.m.	Webster Township Hall	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Shawn Keough
Dexter Downtown Development Authority	3/19/2014	7:30 a.m.	Senior Center	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Jim Carson
Washtenaw Area Transportation Study-Policy	3/19/2014	9:30 a.m.	Scio Township Hall	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
City Charter Commission	3/19/2014	6:30 p.m.	Copeland Board Room	<a href="http://dexterareafire.org/">http://dexterareafire.org/</a>	Ray Tell/Jim Seta
Dexter Area Fire Board	3/20/2014	6:00 p.m.	Dexter Township Hall		Paul Cousins
Healthy Community Steering Committee	3/20/2014	9:00 a.m.	Chelsea Hospital - White Oak Room	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
City Charter Commission - Public Hearing	3/22/2014	2:00 p.m.	Dexter District Library	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Dexter Village Council	3/24/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Scio Township Board	3/25/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Jim Carson
Western Washtenaw Area Value Express	3/25/2014	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Julie Knight
Farmers Market/Community Garden Oversight Committee	3/25/2014	5:30 p.m.	Village Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
City Charter Commission	3/26/2014	6:30 p.m.	Copeland Board Room	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Dexter Community Schools Board of Education	3/31/2014	7:00 p.m.	Creekside Intermediate School	<a href="http://dexterschools.org/">http://dexterschools.org/</a>	

AGENDA 3-10-14  
ITEM 4-1

Due to the possibility of cancellations please verify the meeting date with the listed website or the Village representative



2014 Sign Calendar

AGENDA 3-10-14  
H-2

	Name of Group	Dates	Number Approved	Approval Date	Locations	Name of Group	Dates	Number Approved	Approval Date	Locations
January	Dexter Senior Ctr-Winter Market	1/11 & 1/25	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44					
	St. Andrews-ABC Blood Drive	12/28-1/6/14	2-28" X 22"	12/26/2013	8					
	Dexter High School-Crazy for You	1/25-2/9	3-18X24/1-2X4", 1-3x5	1/6/2014	1,2,4,5,44					
	K of C-Quarter Mainia	1/15-1/23	5-18" X 24"	1/15/2014	1,2,4,5,44					
	Mill Creek-Red Cross Blood Drive	1/13-1/23	2-18" X 24"	1/15/2014	21 & 36					
	St. Andrews-Monthly dinners	1/31-2/6	1-2X3"	1/6/2014	8					
February	Dexter Senior Ctr-Winter Market	2/8 & 2/22	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44	St. Andrews-Blood Drive	9/19-9/29	2 - 28" X 22"	1/6/2014	8 & 22
	Dexter Community Orchestra-Concert	2/9 & 2/23	2 - 4' X 3"	10/3/2013	5 & 9	St. Andrews-Monthly dinners	8/29-9/4 & 9/26-10/2	1-2X3"	1/6/2014	8
	Dexter High School-Crazy for You	1/25-2/9	3-18X24/1-2X4", 1-3x5	1/6/2014	1,2,4,5,44					
	St. Andrews-Monthly dinners	1/31-2/6 & 2/28-3/6	1-2X3"	1/6/2014	8					
March	Dexter Senior Ctr-Winter Market	3/8 & 3/22	3-18X24 / 2-2X4"	11/22/2013	1,2,4,5,44	St. Andrews-Monthly dinners	9/26-10/2 & 10/31-11/6	1-2X3"	1/6/2014	8
	Community Band - Concert	2/17-3/2	1 - 18" x	11/1/2013	1,3,5					
	St. Andrews-Monthly dinners	2/28-3/6 & 3/28-4/3	1-2X3"	1/6/2014	8					
April	Dexter Community Schools-ArtWalk	4/21-5/5/14	5-18 X 24	12/11/2013	1,2,4,44,10	St. Andrews-Monthly dinners	10/31-11/6	1-2X3"	1/6/2014	8
	Dexter Senior Ctr-Winter Market	4/5 & 4/19	2-2X4"	11/22/2013	1,2,4,5,44					
	Dexter Community Orchestra-Concert	4/27/14	2 - 4' X 3"	10/3/2013	5 & 9					
	St. Andrews-Blood Drive	4/10-4/21	22"	1/6/2014	8 & 22					
	St. Andrews-Monthly dinners	3/28-4/3 & 4/25-5/1	1-2X3"	1/6/2014	8					
May	Dexter Community Schools-ArtWalk	4/21-5/5/14	5-18 X 24	12/11/2013	1,2,4,44,10					
	Community Band - Concert	4/21-5/4	18" x 24"	11/1/2013	1,3,5					
	St. Andrews-Monthly dinners	4/25-5/1	1-2X3"	1/6/2014	8					
June						St. Andrews-Monthly dinners	11/28-12/4	1-2X3"	1/6/2014	8
July	St. Andrews-Blood Drive	07/10-07/21	22"	1/6/2014	8 & 22					

Location Listing: 1 - Baker/Main, 2 - Central/Mill, 3 - Dexter Ann Arbor/Copeland, 4 - Main/Alpine, 5 - Baker/Cemetery, 6 - Monument Park, 7 - Creekside, 8 - 7610 Dexter Ann Arbor, 9 - Peace Park, 10 - Dexter Ann Arbor/Limits, 11 - Cornerstone, 12 - Bates, 13 - 3443 Inverness, 14 - 7720 Ann Arbor Street, 15 - S. Main/Broad, 16 - N. Main/Broad, 17 - Edison/Ann Arbor Street, 18 - Dover/Fifth, 19 - Central/Fifth, 20 - Broad/Fifth, 21 - Mill Creek Middle School, 22 - Fourth/Inverness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy, 26 - Warrior Creek Park Drive, 27 - Dexter Flowers, 28 - Terry B's, 29-7795 Ann Arbor St, 30 - 7915 Fourth, 31 - 7651 Dan Hoey, 32 - Wyllie, 33-Lions Park, 35-Dexter Crossing Entrance, 36 - Dan Hoey/Dexter Ann Arbor, 37 - Dover/Main, 38 - Fourth/Central, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad, 43 - 3rd/Dover, 44 - Ryan/Dexter Ann Arbor, 45 - Meadowview/Dexter Ann Arbor, 46 - Ice Rink, 47-Dexter Mill/RR tracks, 48-7444 Dexter

\*\* Dexter Farmers Market will place up to 5 signs on Friday, Saturday and Tuesday from May through October to advertise for the market

\*\* Dexter Area Chamber will place 4 signs on Friday night to announce the summer series (1, 2, 5, 44)



**SCIO TOWNSHIP  
ZONING BOARD OF APPEALS  
PUBLIC HEARING NOTICE**

**MEETING TO BE HELD AT**

**SCIO TOWNSHIP  
827 N ZEEB RD  
ANN ARBOR MI 48103**

NOTICE IS HEREBY GIVEN that a public meeting of the Scio Township Zoning Board of Appeals will be held at the Township Hall, 827 N. Zeeb Road, Ann Arbor, Michigan, on **Thursday, March 20, 2014 at 7:00 p.m.** During this meeting the Zoning Board of Appeals will hold public hearings on the following matters pursuant to the Scio Township Codified Zoning Ordinance of 2009, as amended:

- A. Variance # 1560, by Henry Haley, for Haley Mechanical, regarding property code # H -08-06-200-031, 8415 Dexter-Chelsea Road, to allow parking lot drives within the required front yard greenbelt. The applicant is proposing a 28 foot front yard greenbelt rather than the required 50 foot front yard greenbelt, pursuant to Section 36-345(b)(5), of the Scio Township Codified Zoning Ordinance.

Persons or their duly appointed representative having interest in said applications shall there and then be heard at the above described meetings or adjournment thereof relative to any matters that should come before the Zoning Board of Appeals.

Details concerning the aforementioned matters may be examined by interested persons and written comments will be received, at the Scio Township Offices at 827 N. Zeeb Road during office hours, weekdays, between 9:00 am and 5:00 pm. Persons with disabilities are encouraged to participate. Accommodations, including sign language interpreters, may be arranged by contacting the Scio Township's Clerk's Office at 734-369-9400 during the above hours, at least seven days in advance.

Scio Township Clerk

Washtenaw Legal News 2014-03-03



GREGORY H. WAGONER  
419.321.1206  
gwagoner@slk-law.com

February 28, 2014

AGEND 3-10-14  
ITEM H-4

Village of Dexter  
8140 Main Street  
Dexter, MI 48130

Re: Moore Controls, LLC

Dear Unsecured Creditor:

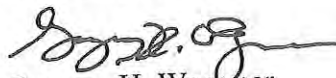
In 2012 and 2013, Moore Controls, LLC sustained significant and unexpected financial losses. Unfortunately, Moore Controls was unable to obtain the financing necessary to continue its operations and was forced to lay-off its employees and cease all active business operations in December, 2013.

In early February, 2014, United Bank & Trust and CNC Associates, Inc. exercised their rights as secured creditors in Moore Controls and entered into a private sale with Automation Controls & Engineering, LLC for most of the non-financial assets of Moore Controls. This sale was conducted pursuant to Article 9 of Michigan's Uniform Commercial Code. Automation Controls & Engineering, LLC did not assume any liabilities or contracts of Moore Controls as a result of this sale. This transaction was finalized on or about February 19, 2014.

It does not appear that these secured creditors received enough assets from the sale to recover the outstanding monies they were owed. It is our understanding that the secured creditors intend to pursue Moore Controls' outstanding accounts receivable in an effort to recoup this deficiency. While the specific amount of recoverable receivables is unknown, it is expected that the amount will not fully cover the outstanding obligations owed to the secured creditors. If, however, any additional monies do remain in Moore Controls after payment to the secured creditors, they will be distributed to the unsecured creditors in order of their priority.

Please be further advised that Moore Controls is no longer operating out of its former facility at 2105 Bishop Circle West, Dexter, MI 48130. Please direct any inquiries regarding the status of Moore Controls or your outstanding balance to the attention of the undersigned.

Very truly yours,

  
Gregory H. Wagoner

48-214.23 Bal. Inactive  
Taxes all paid through 2013 mas







## VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303

AGENDA 3-10-14  
ITEM H-5

March 3, 2014

### Village Council

Shawn Keough  
*President*

Ray Tell  
*President Pro-Tem*

Jim Carson  
*Trustee*

Paul Cousins  
*Trustee*

Donna Fisher  
*Trustee*

Joe Semifero  
*Trustee*

Julie Knight  
*Trustee*

### Administration

Donna Dettling  
*Manager*

Carol Jones  
*Clerk*

Dan Schlaff,  
*Superintendent of  
Public Services*

Marie Sherry, CPFA  
*Treasurer/Finance  
Director*

Courtney Nicholls  
*Assistant Village  
Manager*

Michelle Aniol  
*Community  
Development  
Manager*

THE VILLAGE OF  
DEXTER IS AN EQUAL  
OPPORTUNITY  
PROVIDER AND  
EMPLOYER

www.  
dextermi.gov

Victoria Kaiser  
7515 Third Street  
Dexter, MI 48130

Re: Four Way Stop Control Review

Dear Ms. Kaiser:

Your recent inquiry for a Four Way Stop Control on Inverness and Hudson at Third Street resulted in the implementation of the village guideline for this type of request. I have attached the guideline and the subsequent preliminary traffic warrant review conducted by OHM the Village's Engineer.

Based on the warrant analysis, OHM recommends that the Village maintain the existing two way stop for Third Street at both Hudson and Inverness. They also suggested removal of low level vegetation to improve visibility on both Hudson and Inverness.

Village Council and staff accepted the recommendation and Council understands that Village staff will be talking to the residents to coordinate the removal of the vegetation.

  
Donna Dettling, Village Manager

cc: Council





AGENDA 3-10-14  
ITEM H-6

James Murray  
President  
444 Michigan Ave  
Suite 1700  
Detroit, MI 48226  
Office: 313-223-7171  
Fax: 313-223-9008

February 28, 2014

**Via UPS Overnight Delivery**

To: Carol Jones  
Clerk of the Village of Dexter  
8123 Main Street, 2nd Floor  
Dexter, Michigan 48130

Re: AT&T Michigan's Video Service Notification

Dear Ms. Jones:

In accordance with the December 21, 2006 signing of 2006 Public Act 480, MCL 484.3303 (the "Uniform Video Services Local Franchise Act" or "Public Act 480"), Michigan Bell Telephone Co. doing business as AT&T Michigan ("AT&T"), will begin offering its new AT&T U-Verse<sup>sm</sup> TV Internet Protocol (IP)-based next-generation video product to customers in the Village of Dexter.

We value our relationship with the Village of Dexter and intend to take appropriate steps, as outlined in the Public Act 480, to support the interests of your village.

We look forward to bringing video choice to consumers in your village. If you would like more information about these new services, please contact Brian Norman at 810.768.0394.

James Murray

cc: Donna Dettling, Village Manager  
Courtney Nicholls, Assistant Village Manager  
Brian Norman, AT&T External Affairs Manager  
Yvette Collins, Director, AT&T External Affairs



# Scio Township

## COMMUNITY REPORT

Special February 2014

### Scio Township is updating its Master Plan

#### Scio Township is Updating its Parks, Recreation, and Open Space Master Plan

Scio Township is updating its Master Plan which will guide and manage the Township's future growth and development. The Master Plan is the guiding document for future decisions related to land use, transportation, economic development, and capital improvement expenditures. It outlines the community's vision and goals and provides strategies to realize the vision.

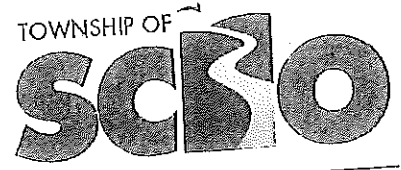
Please visit the Township's website at [www.sciotownship.org](http://www.sciotownship.org) and click on the online mapping tool to provide your comments through March 28, 2014 and have an opportunity to tell us what you'd like to see for Scio Township.

You can also provide your comments at the display located at Scio

Township Hall, 827 N. Zeeb Road, Ann Arbor, Michigan 48103.

Tell us your ideas on:

- Residential Growth / Quality Housing
- Environmental Quality / Open Space Preservation
- Commercial and Industrial Development
- Non-Motorized Transportation
- Parks and Recreation
- Road Improvements
- Other



### Residential Growth/Quality Housing

Recent trends indicate that growth in the local housing stock continues to exceed population growth between 2000 and 2010, which corresponds with the decrease in household size. The number of housing units has increased by 27 percent between 2000 and 2010, while the population has increased by 23 percent during the same period.

While single-family homes are predominant, manufactured houses and multi-unit apartments account for 15 percent of the housing stock. Recent multi-unit residential developments include Eagle Pointe, Hometown Village, Arbor Pointe, Scio Town Center, and Cambridge Club Villas generally located along Zeeb Road and in the southeast quadrant of the Township.

While renter-occupied units have increased between 2000 and 2010, 78 percent of housing units in Scio are still owner-occupied compared with 17 percent of the units which are renter-occupied.

According to the American Community Survey, the Township's median housing value in 2010 was \$315,600, representing a decrease of \$16,503 from 2000 to 2010. Similarly, the median gross rent was \$977 in 2010, representing a \$26 decrease from 2000 numbers.

What do you think about the quality of housing in the Township and the future direction of residential growth?



Authored by  
Lucie Fortin, LL.A.,  
AICP  
Landscape Architect/  
Planner  
Carlisle/Wortman  
Associates, Inc.

# Commercial/Industrial Development

The center of commercial activities in Scio has always been located along the Jackson Road Corridor and to a lesser extent, along Baker and Zeeb Roads. The corridor also accounts for the bulk of employment opportunities in the Township, with a significant amount of office and industrial businesses.

The Jackson Road corridor is where intensive office, industrial, and commercial growth is planned for and expected. Recommended specific development strategies have included:

- Development of a business campus near the Zeeb or Baker Road interchanges
- Emphasis on higher intensity development along the corridor
- Redevelopment and infill development into mixed-use, multi-story structures which would include some residential uses

- A pedestrian oriented atmosphere
- Concentration of new retail development near the Zeeb/Jackson Road intersection
- Integration of future development with connecting roads, shared access and parking, and common access points

**What do you think of the future growth of commercial and industrial development in the Township?**

## Environmental Quality/Open Space Preservation

Preserving open spaces and environmentally sensitive areas such as wetlands has been a consistent priority for Scio Township residents.

Residents of Scio Township renewed the Township's Land Preservation Millage in November 2012. The 10-year renewal is for approximately .5 mill, or \$.50 per every \$1,000 of taxable value, and will run from 2014 to 2023. Funds collected from this millage are used for the purchase of land and/or conservation easements. It enables the Township to take advantage of matching funds from the City of Ann Arbor's greenbelt program, the Washtenaw County Natural Area Preservation program and other sources to preserve farmland, open space, wildlife habitat, scenic views, protect drinking water sources and the water quality of rivers and

streams, and provide new parks, recreational opportunities and trails. The millage is projected to generate approximately \$631,000 in the 2014 calendar year. To date, the Township's Land Preservation Program has preserved more than 750 acres. The fund also helped preserve the Fox Preserve and the Scio Church Woods Preserve owned by Washtenaw County, and provided permanent public access to other properties.

**What are your thoughts on the issues of environmental quality and land preservation?**

## Road Improvements

Highways and roads are developed to provide the safe and efficient movement of people and goods within and through a community. The adequacy of transportation facilities are a major consideration in a community's growth and development.

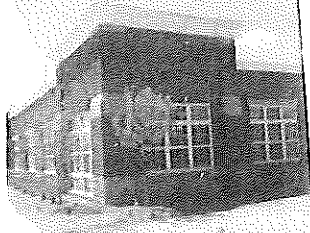
Public Roads in Scio Township are maintained by the Washtenaw County Road Commission. They are designed and constructed in accordance with a national functional classification system, which determines eligibility for federal aid. Federal aid roads for Scio include:

- Principal arterial roads: Jackson Road (Ann Arbor city limits to Baker Road)
- Minor arterial roads: Dexter-Ann Arbor, Zeeb (Scio Church to Miller), Liberty (Ann Arbor City limits to Zeeb), Scio Church (Ann Arbor City limits to Zeeb), and Miller Road (Ann Arbor City limits to Zeeb)
- Collector roads: Wagner, Huron River Drive, portions of Zeeb and Joy Roads

Concerns regarding road improvements and transportation in Scio have been expressed as follows:

- Preserving the scenic and recreation qualities of Huron River Drive
- Facilitating public transportation in the urbanized areas of the Township including the Jackson Road Corridor, the southeast quadrant, and the connection to the Village of Dexter
- Improving intersection designs along Jackson Road
- Improving Parker Road
- Maintaining the natural beauty and scenic view sheds c roadways in the rural areas of the Township

**What do you think about transportation issues and road improvements in Scio?**



Up High  
at Fox Science Preserve  
Photo courtesy of  
Ed Wegren



# Parks and Recreation



Mill Creek  
at the Sloan Preserve  
Photo courtesy of  
Barry Lonik

While not the first nature preserve in Scio Township, the Sloan Preserve is the first park or preserve the Township owns outright. The Township bought the property located on the west side of Baker Road in November 2012. This was made possible by a \$200,000 grant from the Michigan Department of Natural Resources Trust Fund which covered 75% of the purchase price. The remaining matching funds were provided by the Washtenaw County Natural Area Preservation Program and Scio Township Land Preservation Program.

The Sloan Preserve consists of woods, wetlands, and frontage on Mill Creek, which is a state of Michigan Natural River. The preserve is approximately 50 acres in size. Public access to the Sloan Preserve is provided by a parking area off of Baker Road. Scio Township is planning to develop a trail network and access to Mill Creek for launching canoes and kayaks and for fishing. With Dexter's plan to extend a trail from the newly completed Mill Creek Park down to Shield Road, the Sloan Preserve may eventually be connected by trail to Dexter.

The Township recently adopted its Parks, Recreation, and Open Space Master Plan which will guide the community's park and open space planning and development efforts over the next five years. The Plan calls for several main goals:

- Continue to participate in land preservation efforts
- Establish important linkages and a continuous pathway system
- Acquire and develop close-to-home parkland
- Collaborate and coordinate with other area parks and recreation providers
- Provide for the efficient administration of parks and recreation services

**What are your thoughts on parks and recreation for Scio Township?**

## Non-Motorized Transportation

A non-motorized pathway planning initiative was launched in 2009 with the goal of getting some high priority shared-use pathways constructed for the residents of Scio to use and enjoy.

The task was conceived as a phased-in effort. The first step consisted of the identification of key transportation routes/corridors in the Township suitable for a recreational, off-road, multi-use pathway. This resulted in the adoption of the Scio Township Non-Motorized Transportation Facilities: Shared-Use Pathways Final Report from the Non-Motorized Paths Study Group in 2010.

According to the Shared-Use Pathways Report, the following segments were considered top priorities for the development of non-motorized shared-use paths within the Township:

- North Zeeb Road from the Washtenaw County Road Commission north to Huron River Drive
- Dexter-Ann Arbor Road, between the Village of Dexter and Zeeb Road

Liberty Road from Zeeb Road to the Ann Arbor City Limits. The North Zeeb Road segment was further considered and preliminary design and costs estimates prepared. It ranked high because it connects the existing sidewalk along Zeeb Road to the Washtenaw County Border-to-Border Trail, planned to be constructed by Washtenaw County Parks. It also provides an important linkage to some of the newer high density developments located on South Zeeb Road and draw users along the Jackson Road corridor by way of existing sidewalks and bike lanes. Completion of this segment would provide the first north-south non-motorized linkage from Jackson Road. These plans are currently on hold.

**What are your thoughts on the topic of non-motorized transportation for Scio Township?**



### Scio Township Information

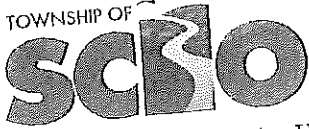
Scio Township Hall  
827 North Zeeb Road  
Ann Arbor, MI 48103  
(734) 369-9400; info@twp.scio.mi.us  
visit us at: [www.twp.scio.mi.us](http://www.twp.scio.mi.us)

**Township Office Hours**  
Monday to Friday 9 a.m. – 5 p.m.

**Utility Department Hours:**  
Monday – Friday 8 a.m. – 4 p.m.  
Utilities emergency: (734) 651-4770  
Utilities Administration: (734) 369-9350

**Other Phone Numbers**  
Emergencies: 911  
Fire Department Administration: (734) 665-6001  
Sheriff's Department,  
Zeeb Road Sub-Station: (734) 994-8105  
County Building Inspection  
Services: (734) 222-3900





Scio Township Hall  
827 North Zeeb Road  
Ann Arbor, MI 48103

Postmaster: leave with current resident

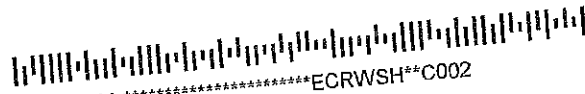
**Sign-up for Email Notification!**  
Learn about Township events and meetings via email.

Go to our website:

<http://www.sciotownship.org/>

and click on "Subscribe to our Email List" under "Quick Links".

Optionally, you can also sign up for electronic "delivery" of this newsletter. You will need your Mail Code (Example: SMIT-1234MAINST), which can be found on this newsletter's label.



P 400 T 11 \*\*\*\*\*ECRWSH\*\*C002  
VILL8140MAINST  
VILLAGE OF DEXTER  
OR CURRENT RESIDENT  
8140 MAIN ST  
DEXTER MI 48130-1044

## What's changed since the last Master Plan?

With Census 2010, Scio experienced the following community changes:

- The total Township population increased to 16,470 showing an increase of 3,049 people (23% increase) since 2000
- The number of households grew to 6,405, showing an increase of 1,348 households (27% increase) since 2000
- The number of housing units increased to 6,694, showing an increase of 1,460 units (28% increase) since 2000
- The number of household with seniors saw an increase of 71% while the number of household without seniors only increased by 19% since 2000
- The segments of the population that saw the greatest increases since 2000 were the following age groups: 60-64, 55-59, and 65-69
- The Township's population over 65 years of age increased to 1,853, a 70% increase since 2000
- The Township's population under 18 years of age increased to 4,193, a 14.5% increase since 2000
- According to the 5-year American Community Survey, Scio's median household income decreased by 17.1% to \$88,947
- The Township's housing units increased to 6,639, showing a 27% increase since 2000
- The Township's median housing value decreased by 5% to \$315,600

### Scio's forecast:

Currently, SEMCOG estimates that Scio will have a population amounting to 20,442 in 2040

SEMCOG forecasts that the 75+ and 65-74 age groups will continue to see the greatest increases to 2040 while the 5 to 17 age group will decline

In terms of job growth, SEMCOG estimates that the Service to Households and Firms industry will see an increase of 2,03 (36%) to 2040



AGENDA 3-10-14  
ITEM 5-1

## **Public Services Department**

8140 Main Street Dexter, MI 48130-1092

[dschlaff@dextermi.gov](mailto:dschlaff@dextermi.gov)

Phone (734)426- Fax (734)426-

### **MEMO**

**To: President Keough and Council**  
**From: Dan Schlaff, Public Services Superintendent**  
**Date: March 10, 2014**  
**Re: Utility Progress & DPW Progress Reports**

Provided for Council review are progress reports for the following period:

Utility Progress Report and DPW Progress Report weeks of:

2/17/2014 to 2/23/2014  
2/24/2014 to 3/2/2014

Please contact me, if you have any questions.

Activity / Description	2/17/2014	2/23/2014	7/Days		
sewer	8				
water	4				
mxu's, Wire	1				
new meters	1				
water shut offs turn on	2				
liftstations, Reads, Floats	4				
miss digs	2				
Decanting Secondary Digester					
hosing wwtp	1				
backwash filter building	3	45,000 gal			
final reads/beginning reads					
arsonic samples					
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Test fluse eye wash					
Frozen water service lines	3	8107 Main ST 3266 Alpine 3238 Broad			
Weekend Operation & Lab	2				
Maintenance pull behind air compressor					
5th well annual grease,oil					
Replaced load cell 5th well					
Chem Cleaned sand filters WWTP		3 #1, #2, #3			

	2/17/2014	2/23/2014	7/Days		
Grit chamber new belt					
Filled oiler, greased screw pumps	1				
Unplugged ras pump	1				
High service pump maintenace					
Snow Removal WWTP, WTP, Industrial Park Liftstation, Dexter Crossing Liftstation, Westridge Liftstation, Huron Liftstation, Northeast Sanitary Easement Water Tower 5 TH Well	10				
Pumped 2ndary scum pit	2				
Pumped down firric man hole	1				
Open iron pond drain	1				
Repacked Grease In Blower					
Add 3lb polymer aeration tank					
DAFD repaired 4 inch water service	1				
NUBCO WATER READS	2	Meter # 71756943 Read 2625 Meter # 71307627 Read 0050			
Cleaned cross walks Dexter Crossing, Huron farms					
Service chem pumps WWTP	2				
Break ice clean storm inlets Dexter Crossing, Huron Farms Disinfection Chambers WWTP	5				
Changed Cl2 Pump Hose 5TH Well					

INITIALS DATE TIME	2/17/2014	2/23/2014	7/Days		
Monthly Fire Extinguisher Inspection					
Monthly Exit/Emergency Light Inspection					
Scott, Tim Helped DPW with Snow Removal					
Flush eye wash 5th well					
Cleaned chlorine room WWTP					
New heater water tower, worked on level level sensor 5TH WELL					
WATER DUTY SHEETS	DRINKING WATER LAB 7 DAYS PER WEEK.				
	1 Daily grab lab:				
	2 PH		7-Days Per Week		
	3 Iron		7-Days Per Week		
	4 Flouride		7-Days Per Week		
	5 Orthoposphate		7-Days Per Week		
	6 Free Chlorine		7-Days Per Week		
	WEEKLY LAB				
	1 Raw Flouride			One Per Week	
	2 Arsenic			One Per Week	
	3 Raw iron Ryan drive wells			One Per Week	
	WEEKLY NPDES WFP				
	1 PH		One Per Week		
	2 Iron		One Per Week		
	3 Suspended solids		One Per Week		
	DRINKING WATER REPORTING				
	1 Data entry for MORs		State Every Month.		
	DRINKING WATER OTHER:				
	1 Montly bacteriological testing				

WASTE WATER DUTY SHEETS		2/17/2014	2/23/2014	7/Days	
WASTE WATER LAB 7 DAYS PER WEEK.					
1	Daily grab lab			7-Days Per Week	
2	PH			7-Days Per Week	
3	Temp			7-Days Per Week	
4	DO			7-Days Per Week	
5	Fecal Coliform			7-Days Per Week	
6	Total Chlorine			7-Days Per Week	
7	Settlability			7-Days Per Week	
8	MSSS AT RAS			7-Days Per Week	
9	Wasting rates			7-Days Per Week	
Daily Composite Lab:					
1	Dates:			2/17/14-2/23/14	
2	BOD			7-Days Per Week	
3	Suspended Solids			7-Days Per Week	
4	Phosphorous			7-Days Per Week	
5	Ammonia			7-Days Per Week	
Sludge Lab:					
1	PH			7-Days Per Week	
2	Total Solids %			7-Days Per Week	
3	Alkalinity			7-Days Per Week	
Paragon Sampling:					
1	Copper			1-Day Per Week	
2					
WASTE WATER REPORTING:					
1	EDMR Submitted			State Every Month.	
QA/QC:					
1	Log Sheets			One Per Week	
ORDER SUPPLIES:					
1	HCL, Bod, Potasivm persulfate				
ORDER CHEMICALS:					
1	Bisulfate		1		
2	Bleach		1		
IPP:				received report	
1	Alpha Metal			Report from Brian	
2	Reports				
3	Other				

WINTER 2014/2015 REPORT		2/17/2014	2/23/2014	7/Days		
	IPP:					
1	NUBC					
2	Reports					
3	Other:					
	Miscellaneous:					
1	Replaced oil in vacuum pump					
2						
	Total Work Orders			232		

Utilities progress reports	2/24/2014	3/2/2014	7/Days			
sewer	13					
water	7					
mxu's, Wire	3					
new meters	3					
water shut offs turn on						
liftstations, Reads, Floats	4					
miss digs	6					
Mixing Secondary Digester	1					
hosing wwtp	1					
backwash filter building	3	40,000 gal				
final reads/beginning reads	8					
arsonic samples						
Morning Rounds WTP	5					
Morning Rounds WWTP	5					
Test fluse eye wash						
Frozen water service lines						
Maintenacne CL2 pumps WWTP	2					
Weekend Operation & Lab	2					
Maintenance pull behind air compressor						
5th well annual grease,oil						
Flushed primary scum beaches	3					
Chem Cleaned sand filters WWTP						

Utilities progress reports	2/24/2014	3/2/2014	7/Days			
Grit chamber new belt						
Filled oiler, greased screw pumps						
Unplugged ras pump	2					
High service pump maintenace						
Snow Removal WWTP, WTP, Industrial Park Liftstation, Dexter Crossing Liftstation, Westridge Liftstation, Huron Liftstation, Northeast Sanitary Easement Water Tower						
5 TH Well CL2 Pumps	2					
Pumped 2ndary scum pit	2					
Pumped down firric man hole	1					
Open iron pond drain	1					
Repacked Grease In Blower	1					
Add 3lb polymer aeration tank	2					
DAFD repaired 4 inch water service						
NUBCO WATER READS	2	Meter # 71307627 Read 0050 Meter # 71756943 Read 2662				
Unplugde digester sum pump	3					
Mop clean WTP, 5 th well	2					
Service chem pumps WTP	2					
Break ice clean storm inlets Dexter Crossing, Huron Farms Disinfection Chambers WWTP						
Changed Cl2 Pump Hose 5TH Well						





Utilities Projects Reports		2/24/2014	3/2/2014	7/Days			
WASTE WATER DUTY SHEETS		WASTE WATER LAB 7 DAYS PER WEEK.					
1	Daily grab lab			7-Days Per Week			
2	PH			7-Days Per Week			
3	Temp			7-Days Per Week			
4	DO			7-Days Per Week			
5	Fecal Coliform			7-Days Per Week			
6	Total Chlorine			7-Days Per Week			
7	Settlability			7-Days Per Week			
8	MSSS AT RAS			7-Days Per Week			
9	Wasting rates			7-Days Per Week			
		Daily Composite Lab:					
1	Dates:			2/24/2014-2/28/2014			
2	BOD			7-Days Per Week			
3	Suspended Solids			7-Days Per Week			
4	Phosphorous			7-Days Per Week			
5	Ammonia			7-Days Per Week			
		Sludge Lab:					
1	PH			7-Days Per Week			
2	Total Solids %			7-Days Per Week			
3	Alkalinity			7-Days Per Week			
		Paragon Sampling:					
1	Copper			1-Day Per Week			
2							
		WASTE WATER REPORTING:					
1	EDMR Submitted			State Every Month.			
		QA/QC:					
1	Log Sheets			One Per Week			
		ORDER SUPPLIES:					
1	Filters, NCL						
		ORDER CHEMICALS:					
1	Bisulfate						
2	Bleach			1			
		IPP: received report					
1	Alpha Metal						
2	Reports						
3	Other						

Title: progress reports		2/24/2014	3/2/2014	7/Days			
	IPP:						
	1 NUBC						
	2 Reports	Sent Deb Snell latest progress report from NUBC					
	3 Other:	Sent files to Donna.					
	Miscellaneous:						
	1 Annual paperwork PPP Washtenaw County						
	2 Cleaned water bath						
	3 Cleaned autoclave						
	4 Went to HRC meeting						
	5 Worked on TMDL data						
	Total Work Orders			251			

PLAN NUMBER/REPORT	2/17/2014	2/23/2014	7-Days
Leaf Pick-Up			
Chipped Christmas Trees			
Patch Roads	4		
Repair Shoulders			
Grade Shoulder			
Storm Sewer Repair			
Install Street Sign			
Road Repair			
Trim Trees,Cut Down			
New Broom From Sweepster			
Pick Up Trash			
Plow Roads		3 Salted Roads, Subs	
Maintain/Inspect Playgrounds			
Picked Up 1 Ton Cold Patch	1		
Street Sweeping			
Clean Downtown			
Farmers Market		1 Stairs	
Monthly Engine Hours			
Apple Daze Prep			
Storm Water Inspection			
Sprinkler System Maintenance			
Crack Seal			

DPW Project Report	2/17/2014	2/23/2014	7-Days
Ice Rink Lights			
Emptying Street Sweeper into Dumpster			
Monthly Crane Inspection			
Changed Filter Diesel Pump			
Miss Diggs	1		
Stand Pipe Westridge			
Parks		2 Swept, Sanded Boardwalk	
Tree Inspection			
Maintenance On Sweeper	2		
Leaf Machine			
Traffic Signals	1		
Clock Downtown			
Put up, Take Down Banners			
Radar Sign			
Bridge Water Tire			
Maintenace GMC Truck			
Greased Kubota, Bobcat, Sweeper	2		
Cleaned Drains	3		
Mower Truck			
Office Towels, T.P			
2-Loads Salt Delivered DPW			
Worked On ATV			

SPW Projects Report	2/17/2014	2/23/2014	7-Days
Loaded Compost Bags Dumpster			
Salted Bricks, Park, Down - town, Sidewalk Areas	3		
Plowing, Removal Of Snow Parking Lots	2		
Summer Lawn Equipment Put Away For Winter			
Snow Removal Alleys	2	Salted, Sand Alleys	
Pushed Back Intersections	1		
Cleaned Crosswalks	3		
Street Light Out 2nd, Central			
Pushed Back All Shoulders In Village			
Maintenance International dump truck	1		
Total work orders	32		

DPW Progress Report	2/24/2014	3/2/2014	7-Days		
Leaf Pick-Up					
Chip Brush					
Patch Roads	1 Cold patch around town, Industrial park.				
Repair Shoulders					
Grade Shoulder					
Storm Sewer Repair					
Install Street Sign					
Road Repair					
Trim Trees,Cut Down					
Clean Ditch					
Pick Up Trash					
Plow Roads					
Maintain/Inspect Playgrounds					
Lawn Mowing					
Street Sweeping					
Clean Downtown					
Farmers Market					
Monthly Engine Hours					
Apple Daze Prep					
Storm Water Inspection					
Sprinkler System Maintenance					
Crack Seal					

DPW Progress Report	2/24/2014	3/2/2014	7-Days		
Hang Work Order Boxes					
Emptying Street Sweeper into Dumpster					
Monthly Crane Inspection					
Weed Killer Application					
Miss Diggs	7				
Stand Pipe Westridge					
Parks					
Tree Inspection					
Maintenance on sweeper					
Working On Leaf Machine					
Traffic Signals					
Clock Downtown					
Put up, Take Down Banners					
Radar Sign					
Bridge Water Tire	4	One ton truck			
Maintenace GMC Truck	2	Installed new shock under cab, worked on air ride.			
Compost Bags					
Cleaned Drains					
Mower Truck Tail lights					
Office Towels, T.P					
Salted Bricks, Parks, Down-town, Sidewalks.	1				



BPW Progress Report	2/24/2014	3/2/2014	7-Days		
Plowing, Removal Of Snow Parking Lots	3				
Snow Removal Alleys	2	Sand, Salt Mix			
Push Back Intersections	3				
Cleaned Crosswalks					
Push Back Shoulders					
Maintenance International Dump Truck	2	2-days working on installing chain in V-BOX.			
Salted Intersection	1				
Installed wiper Motor Bob- Cat	1				
Blew Off Stairs, Gazebo	1				
Garland Off Bridge	1				
Clean Office, Break Room	2				
Easter Eggs Office	1				
Maintenance 1 Ton Truck	1				
Picked Up 8.5 Ton Cold Patch	1				
Total work orders	34				





## Memorandum

**To:** Village Council and President Keough  
Donna Dettling, Village Manager  
**From:** Michelle Aniol, Community Development Manager  
**Re:** REPORT  
**Date:** March 5, 2014

**Arbor Day** – Our Annual Arbor Day Event is scheduled for Friday, April 25<sup>th</sup>. A variety of hardwood and evergreen seedlings have been ordered for the event. In addition, the Resident Cost-Sharing Tree Replacement program brochure was included in the February newsletter and posted on our website.

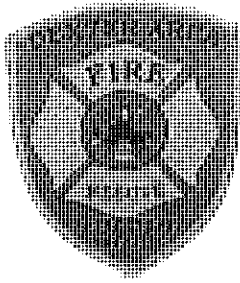
The spring tree planting bid spec packet was sent out to selected contractors and posted on our website and in the Sun Times. Bid opening is scheduled for March 6<sup>th</sup>. The Tree Board will review the bids at its meeting on Tuesday, March 11<sup>th</sup>, with Village Council expected to award a contract at its meeting on March 24<sup>th</sup>. Once Council has awarded the contract, the Tree Board will work with the successful contractor to select the trees that will be planted this spring.

**Business Retention Visit** – Staff joined Ann Arbor Spark and MEDC on a business retention visit to Dexter Research Center. Village Administration/Staff, Ann Arbor Spark and MEDC have conducted routine visits with businesses in the past. These visits allow us to learn more about the companies in our community, as well as to establish and maintain productive relationships with business owners/managers. Additionally, these visits provide an opportunity to inform companies about services and assistance available to help them overcome barriers to growth. Council will be pleased to know that Dexter Research Center is happy to be in Dexter with no plans to leave Dexter.

**RiverUp!** – Staff was contacted by the new Trail Towns Coordinator, Anita Twardesky regarding Dexter's participation in Trail Towns. As you probably know, Trail Towns is the Huron River Watershed Council's RiverUp! Initiative, and was created to facilitate economic development by promoting recreational tourism. Ms. Twardesky's job will be to guide Dexter and four other communities on the river - Milford, Ann Arbor, Ypsilanti and Flat Rock- in becoming Trail Towns, trailside and gateway communities that are true recreational destinations. A Trail Towns presentation by Ms. Twardesky is being scheduled for a future Village Councils meeting.

**DAPCO Redevelopment Project Update** – OHM Consultant, Jim Hock presented, for the Planning Commission's consideration, a Review of Design Standards for the DAPCO Redevelopment Project. This brings to a close the first step in the process of planning for and understanding market realities associated with the redevelopment of the DAPCO property. The DDA will discuss the next steps regarding the DAPCO project at its meeting on March 20<sup>th</sup>.





**Dexter Area Fire Department  
Fire Administration Board  
Board Meeting Minutes  
January 16, 2014 – 6:00 p.m.  
Dexter Township Hall**

AGENDA 3-10-14  
ITEM I-3

VILLAGE OF DEXTER  
DEXTER TOWNSHIP  
WEBSTER TOWNSHIP

Members Present: Chair Jim Seta, Ray Tell (Dexter Village); Harley Rider (Dexter Township); Secretary/Treasurer Pat Kelly (Member at Large)

Members Absent: Libby Brushaber (Dexter Township); Dan Munzel, Vice-Chair John Westman (Webster Township)

Also Present: Chief Loren Yates, Captain Don Dettling, Lt. Mike Grissom, Firefighter Ed Root

**A. Call to Order:**

Chair Seta called the meeting to order at 6:08 p.m.

**B. Roll Call:**

Roll was called (as indicated above) - a quorum was present.

**C. Approval of Meeting Minutes:**

Motion Rider; second Tell to approve the December 19, 2013 regular meeting minutes as presented.  
Carried by voice vote.

Motion Tell; second Rider to approve the December 19, 2013 closed session meeting minutes as presented. Carried by voice vote.

**D. Pre-arranged Citizen Participation:**

None.

**E. Approval of the Agenda:**

Motion Kelly; second Tell to approve the agenda as amended to add the following under K. New Business:

1. MERS Firefighter Contribution Increase Resolution
2. State Fireworks Inspection Agreement
3. State Mutual Aid (MABS) Participation Resolution

Carried by voice vote.

**F. Non-Arranged Citizen Participation:**

None.

**G. Communications:**

To be covered under Chief's Report.

**H. Approval of the Bills and Payroll:**

Motion Rider; second Tell to approve bills for November and payroll for December, 2013 and direct deposit payroll through January 15, 2014, totaling \$ 71,143.46.

Roll call vote: Ayes: Tell, Rider, Seta, Kelly; Nays: None; Absent: Brushaber, Munzel, Westman; Abstain: None. Carried 4-0.

**I. Reports**

### 1. Chief's Report

Chief Yates presented his written report including information on the following items: 2013 calendar year runs came in one less than 2012; calendar year-to-date run data is up (36 vs 57); paperwork is submitted for new short-term and long-term disability insurance which will be effective on 2-1-2014; status of turn-out gear cleaning; new full-time position – hopes to have a recommendation for the February meeting.

Chief Yates also updated the Board on the following: A new ATT phone answering service is operational; DAFD will apply for State funds to offer swift water rescue training for the area; new jaws-of-life are installed on engine 5-2; Health care costs for the Chief are down due to the contribution from Medicare.

The Chief would like the Board to authorize payment of bills without prior Board approval if non-payment would result in a penalty.

**Motion** Rider; **second** Kelly to authorize payment of bills without prior Board approval if non-payment would incur a penalty, provided the Chief sends an email notification of such action to the Board. **Carried** by voice vote.

Tell inquired about a long-range capital improvement program. Seta noted that the Board approved a subcommittee (Seta, Westman and the Chief) to work on a CIP.

Chief Yates informed the Board that, per Chelsea Area Fire Authority (CAFA) Chief Payeur, CAFA will be opening a fire substation on Jackson Road in Lima Township. The CAFA contract with DAFD for Lima Township coverage is expired and Chief Yates is not sure if they will renew. Chief Yates will follow up with Chief Payeur (after next CAFA meeting) and contact Chair Seta for further follow-up prior to the next DAFD meeting. Kelly noted that the Dexter Township contract with CAFA for coverage in Sections 31 and 32 has also expired.

**Motion** Rider; **second** Kelly to receive and file the Chief's report. **Carried** by voice vote.

### 2. Dexter Firefighter's Association Report

No report.

### 3. Regional Fire Update

The Dexter Township Board has scheduled a Public Hearing on January 21, 2014.

## J. Old Business

### 1. Fire Alarm Monitoring at Station One

**Motion** Kelly; **second** Rider to accept the November 19, 2013 proposal of All Star, a local contractor, for \$35.00 per month and start-up fee of \$370.00, noting that the Chief will try to negotiate a waiver or reduction of the start-up fee.

**Roll call vote:** Ayes: Rider, Tell, Kelly, Seta; Nays: None; Absent: Brushaber, Munzel, Westman; Abstain: None. **Carried 4-0.**

### 2. Local 4090 Contract

Rider reported that he had met with representatives of Local 4090 to discuss clarification and minor changes to the new Collective Bargaining Agreement approved on December 19, 2013. The following technical changes have been made:

- Page 13, Article 16, Section B: The end of that paragraph refers to "Article 19, Section G". It should actually be Section H
- Page 17, Article 19, Section I: Cleanup to punctuation in items 2-6
- Page 23, Article 21, Section D: Third section made reference to "sick" bank. Should be PTO bank

In addition, Rider recommended the following:

- Clarify Article 1, Section A, Paragraph 1 to read "*except as may be otherwise stated in this agreement*".
- Article 19, Section H states mileage reimbursement "*...shall be in accordance with the approved Department Policies and Procedures*". The Board should adopt a policy no later than the February 20<sup>th</sup> Board meeting, or publish one immediately if it has already been adopted.
- Article 19, Section I, Item 6 states that "*This position shall not become effective until such time as the DAFD Board has approved a position description...*" The Board should approve a position description no later than the February 20<sup>th</sup> Board meeting, or publish one immediately if it has already been approved
- Article 19, Section A – Wages, for all previous CBAs had start dates of January 1. The approved CBA has start dates for pay rates as "*Effective First full pay period...*". The new language makes it clean for payroll and is standard language in many collective bargaining agreements. Local 4090 understands that this language was in the document they agreed upon, though they collectively say they were unaware of the change from previous agreements. Local 4090 has asked that the DAFD Board consider starting the first raise on January 1, 2014, rather than the start of the first full pay period, which started January 5, 2014. The cost difference has been calculated at \$639.06. Rider supports the Local 4090 request.

**Motion** Kelly; **second** Rider to authorize Local 4090 members to be paid at the approved 2014 pay rates, effective January 1, 2014 rather than January 5, 2014 as provided in the new CBA, noting that this change to the date of the pay rate effective date is for calendar year 2014 only.

**Roll call vote:** Ayes: Rider, Seta, Tell, Kelly; Nays: None; Absent: Brushaber, Munzel, Westman; Abstain: None. **Carried 4-0.**

- Article 19, Section A – Wages: The hourly wage rate is slightly different depending on whether the rate is carried out to two rather than three digits. Three digits was used and two digits is recommended by Local 4090 and Rider.

The consensus of the Board and Captain Dettling, Local 4090 President, was that the technical changes and recommendation of Rider and Local 4090 be incorporated into the CBA agreement dated December 19, 2013.

## K. New Business

### 1. MERS Firefighter Contribution Increase Resolution

**Motion** Kelly; **second** Tell to authorize Chair Seta to sign the Municipal Employees Retirement System (MERS) resolution to increase the firefighter contribution rate to 5% per the approved Local 4090 collective bargaining agreement. **Carried** by voice vote.

**2. State Fireworks Inspection Agreement**

Captain Dettling presented an agreement with the State of Michigan that allows DAFD to perform and receive reimbursement for fireworks inspections.

**Motion** Kelly; **second** Rider to enter into an agreement with the State of Michigan for reimbursement for inspections of temporary and permanent fireworks operations and to authorize Chair Seta and Chief Yates to sign the agreement. **Carried** by voice vote.

**3. State Mutual Aid (MABS) Participation Resolution**

**Motion** Kelly; **second** Rider to defer until the February meeting to allow Board members to review the proposed document in more detail. **Carried** by voice vote.

**L. Non-Arranged Citizen Participation**

Captain Dettling introduced Firefighter Ed Root, new Local 4090 President, to the Board,

**M. Concerns of Fire Board Members**

In response to a request by Tell, Seta agreed to provide an electronic copy of the approved 2014 budget.

**N. Future Agenda Items – Thursday, January 20, 2014 at 6:00 p.m. at the Dexter Township Hall**

1. CAFA Mutual Aid
2. State Mutual Aid (MABS) Participation Resolution
3. MERS Final Compensation Calculation
- 4.

**O. Adjournment**

**Motion** Tell; **second** Kelly to adjourn. **Carried** by voice vote.

Chair Seta declared the meeting adjourned at 7:07 p.m.

Respectfully submitted,

*Pat A. Kelly*  
Pat A DAFD Kelly, Secretary

These minutes were approved by majority vote at the \_\_\_\_\_ Dexter Area Fire Department  
Fire Administration Board meeting.



## Pat Kelly

**From:** Pat Kelly <supervisor-dexter@twp-dexter.org>  
**Sent:** Thursday, February 06, 2014 10:55 AM  
**To:** Jim Seta (jwseta@yahoo.com); Yates, Loren (lorenpyates@gmail.com);  
Yates, Loren (lorenyates@aol.com)  
**Cc:** Don (Duckie) Dettling (dexterfireduck@aol.com); Root, Ed (rootff57@yahoo.com)  
**Subject:** DAFD Mileage Reimbursement Policy - Add to February Agenda

Jim and Loren,

I've reviewed the 2012 and 2013 DAFD minutes regarding the mileage reimbursement policy and discovered that the Board has not actually approved the policy. Relevant excerpts from the minutes are as follows:

- October 18, 2012

**Motion** Kelly; **support** Kooyers to adopt the mileage reimbursement policy (dated August 21, 2012, rev1) as presented by Chief Yates and distributed in Board packets.

Rider stated that, at the last meeting, the Board discussed and requested data indicating the amount of mileage reimbursement to date that would be payable if a new policy were enacted that would apply retroactively to the date of approval of the last bargaining agreement.

Kelly stated that the historical mileage reimbursement data should also include data from Paid an Call (POC) firefighters, even though the proposed policy does not currently include reimbursement to POC firefighters.

Rider stated that his preference would be to include POC firefighters in the policy.

**Original motion withdrawn.**

**Motion** Tell; **support** Kelly to defer adoption of the mileage reimbursement policy to the November Board meeting pending submission by all firefighters of mileage reimbursement requests (including firefighter name, date, "net" mileage requested and reason for request) retroactive to the approval of the latest labor agreement. **Carried** by voice vote.

- November 15, 2012

Chief Yates reported that he has not yet received documentation from the firefighters for reimbursement. Seta stated that reimbursement of past mileage should be paid from the current budget and a reimbursement policy cannot be adopted until data is seen by the Board; firefighters should submit data as previously requested by the Board for review at the December meeting or the window for reimbursement of past mileage may be officially closed by adoption of a new policy.

- December 20, 2012

Chief Yates reported that staff has submitted acceptable mileage reimbursement data for the 2012 calendar year amounting to \$2,705.65.

**Motion** Rider; **support** Munzel to authorize the expenditure of \$2,705.65 for mileage reimbursement, payable immediately and to approve a 2012 budget amendment reducing line item 1930 (POC Clothing Allowance) by \$2,705.65, creating line item 1960.20 (Mileage Reimbursement) and approving expenditures for 1960.20 of \$2,705.65.

**Roll call vote:** Ayes: Munzel, Westman, Seta, Tell, Kelly, Rider; Nays: None; Absent: Kooyers; Abstain: None. **Carried 6-0.**

- **February 21, 2013**

***Non-Arranged Citizen Participation***

*Captain Dettling stated he would like the Board to consider the letter (included in the February Board packet) from Local 4090 concerning mileage reimbursement discussed at the next meeting.*

- **March 21, 2013**

***Non-Arranged Citizen Participation***

*Captain Dettling asked why mileage reimbursement was not on the agenda. Seta responded that he would recommend that members of the bargaining unit form a committee, as provided in the bargaining agreement, to pursue further discussions concerning mileage reimbursement.*

- **May 16, 2013**

***Appointment of representative to attend a Joint Labor Management Committee (JLMC) meeting***

*Per Article 6-B of the Local 4090 bargaining agreement, the Board must appoint a representative to attend a meeting to discuss mileage reimbursement. The meeting will take place immediately following the May 16, 2013 DAHD Board meeting.*

*Rider volunteered to attend the meeting. **Motion** Munzel; **support** Tell to appoint Rider to represent the Board at the meeting. **Carried** by voice vote.*

---

I don't know what happened at the JLMC meeting on May 16<sup>th</sup> and mileage reimbursement is not mentioned again in the meeting minutes.

Bottom line, I think we need to add mileage reimbursement to the February agenda to receive a report from the JLMC meeting (if it is relevant) and to pass a mileage reimbursement policy.

Sorry this is so long, thought you'd appreciate the timeline.

-pat

Pat A. Kelly

Dexter Township Supervisor

Email: [supervisor-dexter@twp-dexter.org](mailto:supervisor-dexter@twp-dexter.org)

Office: (734) 426-3838

# **FACILITY COMMITTEE**

**THE VILLAGE OF DEXTER**

**8123 MAIN STREET**

**Friday, March 7, 2014**

**9:00 a.m.**

**At Village Office, Second Floor PNC Bank**

## **Attendance:**

Shawn Keough, Paul Cousins, Julie Knight, Fred Schmid, Courtney Nicholls, and Donna Dettling.

**Why we're meeting:** The Facility Committee is meeting monthly every 1<sup>st</sup> Friday of the month starting in February 2014. The Committee will be working toward solutions to the village's facility needs.

## **Proposed Committee Agenda**

1. Review Notes from February 21, 2014
2. Review draft RFP/RFQ.
3. Items for Next Agenda April 4, 2014 at 9:00 a.m.

The Facility Committee met on Friday, February 21, 2014 at 8:30 a.m. Shawn Keough, Julie Knight, Paul Cousins, Fred Schmid, Courtney Nicholls, & Donna Dettling at the Village office.

Presented below are highlights from the meeting:

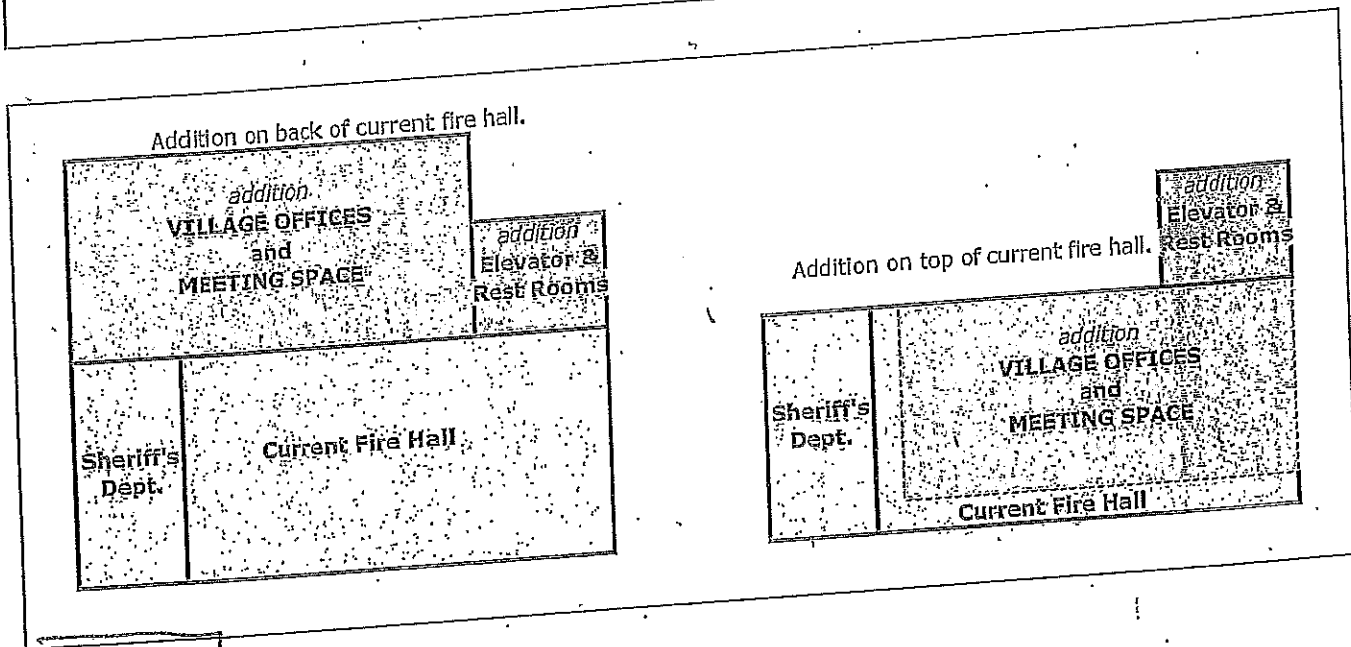
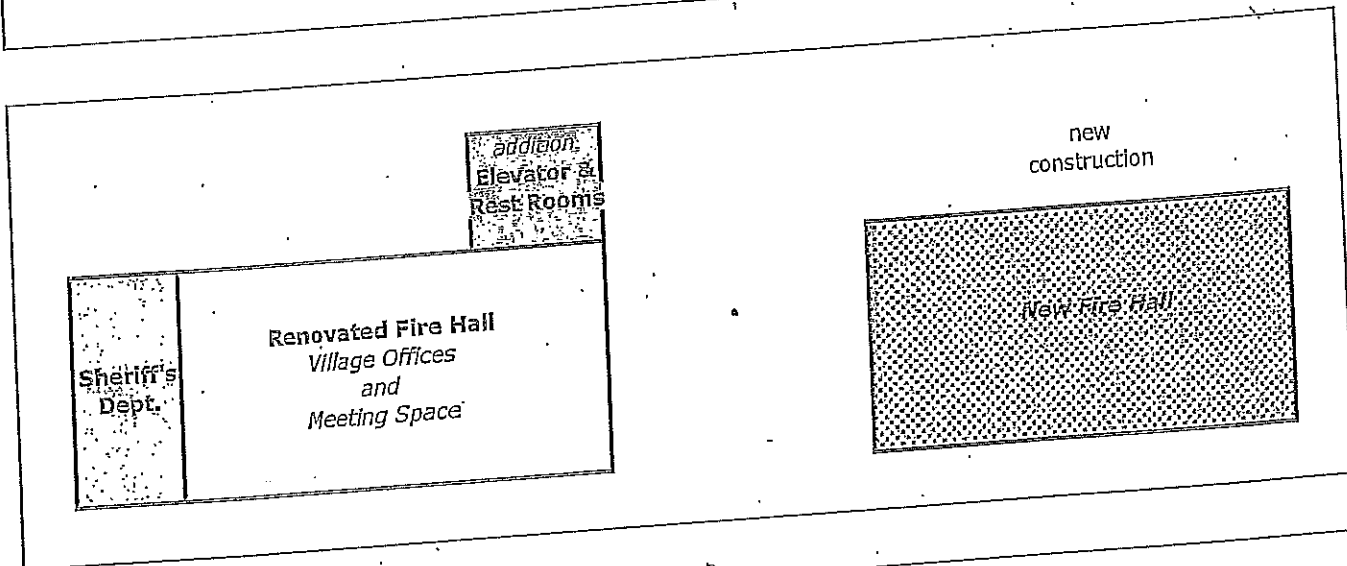
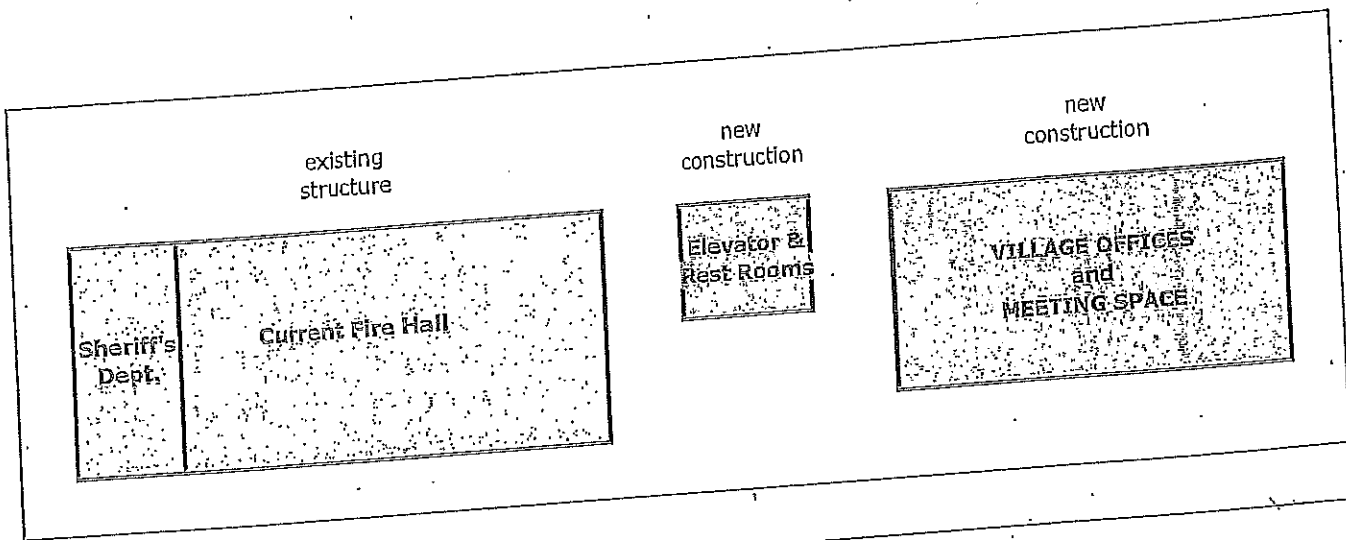
- Reviewed notes from February 7, 2014, committee was ok with notes.
- Skipped to item 3 on the agenda, Marie Sherry's summary memo of the meeting with Bond Counsel.
- Committee reviewed bond payment schedules; current schedule, pay down \$450,000 and pay down \$675,000 schedules, and the impact to current and future cash flow.
- Discussed DDA action from the February 20, 2014 meeting to pay down \$675,000 on the Taxable bond and initiate the 30-day notice period to the bond holder.
- Committee reviewed section of bond memo that addressed the question from the 2-7-14 notes; "how timeline for paperwork and approvals would flow to have a new GO Bond in place in 2017".
- There are two types of voted approvals; Millage-based and Bond-based. Under a millage-based the voters could approve a millage amount for a specific purpose and the village can wait to issue bonds. The funds collected would be held to pay for bonds and/or pay-as-you-go for improvements. Millage-based revenue would be reduced by Headlee each year. The bond-based is voter approved for a specific bond issue amount and purpose and is not subject to Headlee reductions.
- The group discussed how far in advance we can get voter approval for millage-based. It was debated that we could possibly be ready by this time next year or sooner.
- The need for revenue either through a millage-based or bond-based voter approval process, requires that we know what we're going to do and how much it's going to cost.

#### RFQ Discussion:

- The committee moved back to item #2 on the agenda. The RFQ discussion was held over from the last meeting to give Paul a chance to think about it before taking it to Council.
- Committee debated if they want to make the recommendation to Council to move forward with the RFQ process to explore options from exhibit "A", which includes **option 1** (renovate 8140 Main for Fire Hall, add new construction of elevator and rest rooms, and new construction for Village Office) **option 2** (construct New Fire Hall on Dan Hoey property and renovate 8140 for Village Office) and **option 3** (renovate 8140 for Fire Hall and Village Office).
- Shawn is in favor of the facility committee presenting an organized timeline of steps to Council, including the initial step of using an RFP process to hire a consultant to assist the village in defining what we're doing, why we're doing it and developing cost estimates to help us evaluate funding decisions for the 3 scenarios above. Shawn proposed hiring a consultant before the start of fiscal year 2014-2015 so that we can budget for the consultant expense in the 2014- 2015 budget. Shawn envisions a 6 to 8 month process with the consultant, so that Council can have several options to consider in early 2015. He can't support picking one of the options now and moving forward before we define all the parameters.

- Staff feels that facility improvements will be a significant investment decision that Council and the community will make and it is essential that this decision be made after we've fully explored the pros and cons with the help of a consultant.
- Paul and Julie are both comfortable letting Council choose between an RFQ process that further explores the options or let Council vote to pick one of the options now and get started on design and implement that solution without further delay.
- Paul wants to speed this up and pick one of the options and move forward with it immediately. Julie is ok asking council to choose between the RFQ process or picking one of the options.
- At the last meeting the committee discussed a timeline to work through; where, when, how, and how much we're going to spend to solve our facility needs. We think that a solid plan by July of 2015 would be a good target. We discussed being ready to let the voters decide on funding facility improvements in 2015.
- Fred likes the RFQ idea and feels we need help to better define what we're going to do, he wants to understand what will work best for the long term.
- Staff feels we need direction and help from a consultant to get through needs vs wants as well as move us through the public process with cost estimates and concepts. The goal is to better define all parameters "needs, wants, timing, costs, concepts". Build a case for what will work best for the long term and why. Then go to residents to build support and ask the public to fund it either Millage-based or Bond-based.
- With the committee split on the next step a solid recommendation out of committee wasn't made. Therefore, Council will be asked to determine if an RFQ process that further explores the options verses picking one of the options now and focusing the RFQ process on that option.
- The next Facility Committee meeting will be on Friday, March 7, 2014 at 9:00 a.m. at the village office.

Respectfully Submitted,  
Donna Dettling, Village Manager



2-7-2014 Facility Committee Notes

P54

# Thoughts about Options for 8140 Main

## ① Renovate Present Fire Hall

-Temporarily

Advantages / Disadvantages

-Permanently

Advantages / Disadvantages

## ② Build new Fire Hall

Dan Hoey Site

Advantages / Disadvantages

New Site

Advantages / Disadvantages

## ③ Sell Fire Hall

Advantages / Disadvantages

## ④ Add Village Offices / Council Room to 8140

On Top of Fire Hall / Attached behind Fire Hall

Advantages / Disadvantages

## ⑤ Select new Site for Village Offices / Council Room

"B" Advantages / Disadvantages

2-7-2014 Facility Committee Notes





**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

ddettling@dextermi.gov  
Phone (734)426-8303 ext. 11 Fax (734)426-5614

**MEMO**

**To: President Keough and Council Members**  
**From: Donna Dettling, Village Manager**  
**Date: March 5, 2014**  
**Re: Assistant Village Manager &  
Village Manager Report - Meeting of March 10, 2014**

1. Meeting Review:

- February 25<sup>th</sup> – Middle Huron & SAG Meeting
- February 26<sup>th</sup> – City Charter Commission
- March 3<sup>rd</sup> – Planning Commission Meeting
- March 4<sup>th</sup> – Arts, Culture & Heritage Committee
- March 5<sup>th</sup> – City Charter Commission

2. Upcoming Meetings:

- March 6<sup>th</sup> – Health Care Options Review Meeting
- March 7<sup>th</sup> – Facility Committee
- March 7<sup>th</sup> – OHM Update Meeting
- March 8<sup>th</sup> – Goal Setting Work Session
- March 11<sup>th</sup> – Tree Board
- March 12<sup>th</sup> – City Charter Commission
- March 17<sup>th</sup> – Ypsilanti Convention/Visitors Bureau Grant Workshop
- March 18<sup>th</sup> – Parks & Recreation Commission
- March 19<sup>th</sup> - Meeting with MDOT Office of Rail re: River Terrace
- March 19<sup>th</sup> – City Charter Commission
- March 20<sup>th</sup> – DDA Meeting
- March 20<sup>th</sup> – Chamber Dinner
- March 25<sup>th</sup> - Farmers Market/Community Garden
- March 26<sup>th</sup> – City Charter Commission

3. **Road Funding.** Trustee Carson attended an MML Transportation Committee meeting on February 27, 2014. At the meeting they discussed the distribution of the additional \$100 million in road funding currently under consideration by the State Legislature. Under the proposed disbursement scenario to Act 51 agencies the Village of Dexter would receive \$15,571. This amount was calculated using a percentage of our average winter maintenance expenses, which we are required to report yearly to MDOT.

4. **Out of Office.** Donna Dettling will be out of the office the week of March 10, 2014.

5. **Arts, Culture & Heritage Committee.** The Arts, Culture & Heritage Committee met on March 4, 2014. One of the initiatives they discussed is the Ypsilanti Convention and Visitor's Bureau Community Tourism Action Plan (CTAP) Program. They have set aside

\$70,000 in funding of which Dexter is eligible for \$10,000 with a 20% match. The funds need to be used to promote tourism. The YCVB is hosting a workshop to talk about the tourism initiative at the Dexter District Library on March 17, 2014 at 11:30 am. The Committee is inviting any interested community members/business owners who might want to participate. More information and the invitation letter is attached.

6. **Cost Share Request.** Attached is a request from Chief Yates to cost share the annual fire alarm monitoring fee. I am looking for support from Council to cost share at 50%.

# Dexter Arts, Culture & Heritage Committee

Village of Dexter  
8123 Main Street  
Dexter, Michigan 48130

Mailing address:  
8140 Main Street  
Dexter, MI 48130  
**Phone:** 734.426.8303  
**Fax:** 734.426.5614  
[www.dextermi.gov/arts](http://www.dextermi.gov/arts)

Dear Dexter Community Leaders,

We all know that our charming community has many unique attributes and is an attractive destination for visitors who bring outside revenues into our community and businesses.

The Dexter Arts, Culture and Heritage Committee believes that by developing a focused tourism program, we can create a sustainable means to bring more visitors to Dexter.

*The benefits of tourism are extraordinary and would bring outside revenues into our community and businesses.*

The Ypsilanti Area Convention & Visitors Bureau is reaching out to us as they develop a "Community Tourism Action Plan". This kind of collaboration has been successful in many other smaller communities across the U.S. "Their intent is to encourage visitation at the local community level through cooperative destination marketing and new/enhanced visitor experience efforts."

The Ypsi CVB is offering grant allocations up to \$10,000 marketing funds for each Washtenaw community to support new and/or enhanced visitor-based programming focused on either or both community promotion and product development activities.

**Your input is important to us as we move forward!**

**Lunch will be served!** Please accept our invitation to attend a **Community Tourism Grant Program Workshop** on Monday, March 17, 2014 from 11:30am-2:00pm at the Dexter District Library, 3255 Alpine Street, in Dexter. **Please RSVP by March 13 to [cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov) or 734-426-8303**

Please see attached information for further details. If you have any additional questions, please don't hesitate to contact me at (734) 358-1744 or [victoria@victoriaschon.com](mailto:victoria@victoriaschon.com), or Courtney Nicholls, at (734) 426-8303, or [cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov).



March 5, 2014

Dear Community Leaders:

The Ypsilanti Area Convention & Visitors Bureau is excited to announce the launch of a new Tourism Grant Program called CTAP (Community Tourism Action Plan).

This Plan will offer each of the communities in Washtenaw County that surround Ann Arbor the opportunity to apply for up to a \$10,000 grant with a 20% required match. The grant must be approved and used specifically for a tourism marketing and development project.

Our Consultant on the CTAP Program, Don Anderson and CVB staff member, Mary Zuccherro, have met and oriented some of the key leaders in your community. Based on that meeting, we have confirmation that your community is interested in participating in the program, hence we have asked those key leaders to identify and invite additional community leaders, such as yourself, who might want to attend the second 2 ½ hour workshop scheduled for:

**Monday, March 17, 2014**

**11:30am-2:00pm**

**Location: Dexter District Library -3255 Alpine St, Dexter, MI 48130**

It is the combination of all the wonderful tourist friendly assets in each of our communities that make Washtenaw County a wonderful place to visit. The Ypsilanti CVB hopes that the CTAP Program will either assist in developing a new product or enhancing an existing tourism asset in your community.

Please feel free to contact me at (734) 262-1441 if you have any questions regarding this program. We forward to working with you and your community to bring tourism to a community level.

Best regards,

Debbie Locke-Daniel

Executive Director

Ypsilanti Area Convention & Visitors Bureau



## **2014 Ypsilanti Area Strategic Destination Initiative**

### ***Community Tourism Action Plan (CTAP) Program***

#### ***Summary Outline***

#### **CTAP Description and Application/Award Process**

- Community-oriented tourism marketing and development investment program initiated by the Ypsilanti Area CVB
- Allocation of up to \$10,000 marketing funds for each Washtenaw community to support new and/or enhanced visitor-based programming focused on either or both community promotion and product development activities
- Funding requests are made through a CTAP application and monies provided on a 20% matching basis from the community with half of 'applied for' funds released initially given an approved priority project CTAP document and related presentation; remaining half of 'applied for' funds to be provided after all grant related expenses accounted for through documented project receipts
- Funds application and distribution process, project accountability and related presentations are through a 3 member CTAP committee comprised of members of the Ypsilanti CVB Board of Directors
- Ypsilanti Area eligible communities are Ypsilanti, Ypsilanti Township, Chelsea, Dexter, Manchester, Saline and Milan and other areas under consideration

#### **CTAP Benefits**

- Consensus on top community tourism challenges
- Development of a community brand vision and promise
- Determination of key visitor market segments and marketing needs
- Identification of tourism opportunities by community and/or regionally
- Agreement on community tourism project/program priorities
- Leverage of additional tourism marketing funds locally
- Encouragement of new visitor product experiences
- Higher awareness of tourism value to the community

## **CTAP Facilitation and Development Approach**

- Two facilitated planning workshops per community along a final plan endorsement meeting
- Workshops (2 ½ hours each) and final meeting (1 ½ hours) to take place in respective communities and to include all invited key visitor industry investors/operators and community leaders
- Interactive meeting discussions covering community tourism accomplishments to date, major destination challenges, tourism vision and promise, visitor markets definition, tourism opportunities and priority tourism program/project activities
- Explanation of CTAP available marketing funding and application approach and related particulars from the Ypsilanti Area CVB
- Plan implementation follow-up meetings on individual CTAP achievements
- Assessment of CTAP program continuance for future years

## **CTAP Participation**

- Ypsilanti CVB Board of Directors and management team
- Respective community leaders and visitor industry owners/operators
- Washtenaw County and regional/township representatives
- Other interested individuals

## **CTAP Time Schedule**

- Commence community workshops and final plan meetings in 1Q 2014 with completion in 2Q 2014 (maximum 3 months process)
- Endorsed plan implementation follow-up meetings to take place in 4Q 2014 along with CTAP continuance evaluation

## **CTAP Outcomes**

- Preparation of agreed-to formalized community tourism action plans (approximately 6 to 8 pages)
- Identification of key local community tourism advocates/champions
- Assignment of tourism advocate roles and responsibilities in the execution of respective CTAPs
- Follow-up report on community tourism action plans' achievements

## Overview of Community Tourism Action Plans (CTAPs)

CTAP programs have been prepared and implemented by various counties and cities through their destination marketing organizations/convention & visitors bureaus over the past 15 years. Their intent is to encourage visitation at the local community level through cooperative destination marketing and new/enhanced visitor experience efforts. Discussions and results typically center on community tourism assessment, brand development and priority visitor marketing/development programming.

CTAPs have occurred across the U.S. from North Carolina and the Midwest to California and the Pacific Northwest.

Examples include:

**Asheville (NC)** 8 areas/communities – Biltmore Village, Downtown, East, North, River Arts District, South, West and Black Mountain

**Orange County (IN)** 5 communities – French Lick, West Baden, Paoli, Orleans and Patoka Lake

**Newport Beach (CA)** 8 communities/neighborhoods – Airport District, Back Bay, Balboa Island, Balboa Peninsula, Fashion Island, Corona del Mar, Mariner's Mile and Newport Beach/Crystal Cove

**Clackamas County (OR)** 9 communities – Clackamas-Sunnyside, Estacada, Milwaukie, Molalla, Oregon City, Canby, Sandy, Government Camp and Villages of Mt. Hood

CTAP primary benefits to each community are as follows:

- Consensus on top community tourism challenges
- Development of a community brand vision and promise
- Determination of key visitor market segments and marketing needs
- Identification of tourism opportunities by community and/or regionally
- Agreement on community tourism project/program priorities
- Leverage of additional tourism marketing funds locally
- Encouragement of new visitor product experiences
- Higher awareness of tourism value to the community

CTAP measured outcomes are to increase the number of visitors and overnight stays to the community and area through the focused promotion and sustainable development of community tourism experiences.





# VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

[ddettling@dextermi.gov](mailto:ddettling@dextermi.gov)

Phone (734)426-8303

Fax (734)426-5614

## MEMO

**To: President Keough and Council**  
**From: Donna Dettling, Village Manager**  
**Date: March 10, 2014**  
**Re: Cost Share Request –Annual Fire Alarm Monitoring Fee**

Chief Yates of the Dexter Area Fire Department updated the village on the inspection, testing and monthly monitoring for the fire alarm system that protects 8140 Main Street. They have requested the Village's consideration to cost share on the one-time fee and the monthly monitoring fee. For your review, I've attached the letter and invoices.

An invoice for the one-time fee to get the system installed of \$370 is included as well as a pro-rated annual monitoring fee of \$287.46 (annual fee \$300).

Staff agrees that this effort protects the village's building and feels this nominal amount can be taken from general fund 101.265 Building and Grounds. I am recommending that we split the cost 50/50 with the DAFD, which would entail \$185 one-time fee and \$143 for 2014 monitoring. This would be a total of \$328 this year and each year after that the monitoring would be \$150. We could also deduct this fee from the annual lease agreement reimbursement that the DAFD pays to the village. I prepare an invoice in April each year for the prior 12 months to cover the items included in the lease agreement.



# Dexter Area Fire Department

March 4, 2014

Donna Dettling  
Manager  
Village of Dexter

Subject: Fire Alarm System for 8140 Main St.

Mrs. Dettling

We trust this letter finds you and your staff well. This letter shall serve as formal notification, at the last Fire Board meeting the Board awarded the contract for inspection, testing and monthly monitoring for the fire alarm system that protects your building to Allstar Alarms of Whitmore Lake after reviewing a competitive bid process from four companies.

Allstar has completed the work to be preformed and we are pleased to inform you this system is operational and is being monitored.

Included with this letter are copies of the invoices that DAFD are processing for payment. This does not included the dedicated telephone line DAFD has already provided and paid for. As you already know fire alarm system provides protection to all of your building and DAFD does not occupy all your building.

Any financial assistance you can provide would be greatly appreciated.

Regards:

Loren Yates  
Fire Chief

LY/dd

Jim Seta Chairman DAFD

**Allstar Alarm LLC**  
8345 Main Street  
Whitmore Lake, MI 48189  
Phone: 800-854-9705

# Invoice

DATE	INVOICE NO.
2/18/2014	134068

BILL TO
Dexter Area Fire Department 8140 Main Street Dexter, MI 48130

P.O. NO.	TERMS
	Due on receipt

QTY	DESCRIPTION	AMOUNT
	Pro-rated Central Station Monitoring (February 14-January 1, 2015)	287.46
Please Test Your Alarm Monthly!!!		<b>Total</b> \$287.46
<b>Balance Due</b>		\$287.46

*Eliminate the stamp...Sign up for our Free Credit Card Autopay System.  
Call us today for information.*

**Allstar Alarm LLC**  
8345 Main Street  
Whitmore Lake, MI 48189  
Phone: 800-854-9705

# Invoice

DATE	INVOICE NO.
2/10/2014	133551

BILL TO
Dexter Area Fire Department 8140 Main Street Dexter, MI 48130

P.O. NO.	TERMS
	Due on receipt

QTY	DESCRIPTION	AMOUNT
	Billing in full for the removal of EST Fire Alarm Panel and the installation of a Fire Lite Four Zone Fire Alarm Control Panel Alarm System, located at 8140 Main Street, Dexter, MI 48130. Per signed proposal dated February 5, 2014.	370.00
THANK YOU FOR YOUR BUSINESS!		<b>Total</b> \$370.00
<i>Eliminate the stamp...Sign up for our Free Credit Card Autopay System. Call us today for information.</i>		<b>Balance Due</b> \$370.00

Village President Report by Shawn Keough  
March 10, 2014

AGENDA 3-10-14  
ITEM I-6

Hello Residents and Fellow Council Members - here is a summary of my recent activities and some of my planned activities for the future:

Recent Meetings and Activities

February 20, 2014 – Village Downtown Development Authority meeting – the DDA voted to use cash reserves to reduce the outstanding principal on one of its current bonds. The early principal payback will save nearly \$950,000 in future interest payments.

March 4, 2014 – I provided a letter of support to the Huron River Watershed Council to use in their application for designation as a National Water Trail through the National Park Service. A copy of that letter is attached to my report.

March 4<sup>th</sup> and 5<sup>th</sup>, 2014 - Scio Township Board of Review – I attended and spoke at the March 4, 2014 BOR meeting at Scio Township. I also attended and listened on March 5, 2014 at a follow-up meeting where representatives of the Chelsea Area Wellness Foundation spoke. The Village recently learned that the Scio Township Assessor is recommending that only 4.51% of the building be considered taxable due to the Michigan Rehabilitation business that currently operates for profit in the Wellness Center. The Village and our DDA are trying to understand why more of the building is not considered taxable. We believe that the building is being operated by a "for profit" company, much the same as the Rehabilitation business, which begs the question, "how is one for profit business found to be taxable, and another is not?" We are exploring the tax law to understand if additional portions of the building should be considered taxable. On March 3<sup>rd</sup>, the Village submitted a letter to the Scio Township Board of Review requesting that consideration be given for more of the building to remain on the tax rolls. Our letter further suggests that the majority of the building is focused more on recreation, rather than charity, and as such should not be 95% tax exempt. The Board of Review will be making a decision in the near future and depending on the decision, additional challenges may be required. As a reminder, all of this effort is being done because the Village DDA has been left in a "negative capture" position as a result of the sale of the wellness center to a non-profit entity.

Future Activities

March 6, 2014 – Village Employee Health Care Review Session

March 7, 2014 – Village Facility Committee meeting – we will be reviewing the draft RFP for consultant services at this meeting.

March 8, 2014 – Village Council Goal Setting Session

March 10, 2014 – Village Council meeting

March 19, 2014 – Meeting with MDOT regarding use of Railroad ROW for Village Access

March 20, 2014 – Village Downtown Development Authority meeting

Additional Goals/Activities for March 2014 (completed in italics)

1. Schedule a Website Committee meeting
2. Interview potential Parks Commissioner Candidates
3. Complete letter to Detroit Edison

I look forward to seeing you around our town!

Shawn Keough, Village President

skeough@DexterMI.gov

(313) 363-1434 (cell)



## VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303

### Village Council

Shawn Keough  
President

Ray Tell  
President Pro-Tem

Jim Carson  
Trustee

Paul Cousins  
Trustee

Donna Fisher  
Trustee

Julie Knight  
Trustee

Joe Semifero  
Trustee

### Administration

Donna Dettling  
Manager

Carol Jones  
Clerk

Marie Sherry, CPFA  
Treasurer/Finance  
Director

Courtney Nicholls  
Assistant Village  
Manager

Dan Schlaff  
Public Services  
Superintendent

Michelle Aniol  
Community  
Development  
Manager

THE VILLAGE OF  
DEXTER IS AN EQUAL  
OPPORTUNITY  
PROVIDER AND  
EMPLOYER

[www.dextermi.gov](http://www.dextermi.gov)

March 4, 2014

Dear Ms. Corita Waters and the National Water Trails System Application Reviewers:

The Village of Dexter is pleased to offer our support for the Huron River Water Trail (HRWT) application to the National Water Trails System. Over the past decade, the Village has worked in partnership with the Huron River Watershed Council, Washtenaw County, and the Huron-Clinton Metropolitan Authority (HCMA) to increase access to the Huron River and its tributaries. In 2012, after nearly a decade of planning, coordination and design, the Village completed the construction of Mill Creek Park which is located along Mill Creek, the largest tributary to the Huron River. Mill Creek Park sits on the western gateway into the Village and is a showcase destination for our town. By means of this letter, I am confirming that this park is open to the public and will remain so in perpetuity.

Mill Creek Park is approximately 6 acres in size and offers scenic views, boardwalk trails, fishing access, kayak and canoe access, all with connectivity and proximity to the Huron River, which passes along the Village's northern border. Mill Creek Park is also a trail hub for non-motorized activity with connections via boardwalk and pathways to the HCMA Hudson Mills Park. The scenic non-motorized trails provide many additional access points and breathtaking views along the 5 mile stretch between Hudson Mills Metropark and the Village of Dexter. In addition, the Village is working with Washtenaw County to complete yet another segment of non-motorized pathway east of the Village that will provide additional views and access of the Huron River downstream of the Village.

In closing, the Village of Dexter strongly supports the National Water Trail designation for the Huron River Water Trail. We are proud to be a "trail town" in many respects and treasure our access to Mill Creek and the Huron River. We applaud and support all efforts to achieve the National Water Trail designation.

Sincerely,

Shawn W. Keough  
Village President

Village of Dexter

[skeough@dextermi.gov](mailto:skeough@dextermi.gov)

313-363-1434



## INVOICE APPROVAL BY VENDOR REPORT FOR VILLAGE OF DEXTER

EXP CHECK RUN DATES 03/01/2014 - 03/05/2014

JOURNALIZED OPEN AND PAID

BANK CODE: POOL

Amount Claimed

Amount Owed

Amount Rejected

Claimant

	120.00		
1. 7TH RULE ACCOUNTING	1,796.59		
2. ALEXANDER CHEMICAL CORPORATION	17.25		
3. ARBOR SPRINGS WATER CO.INC	655.10		
4. AT&T	120.96		
5. BRENDA TUSCANO	2,250.00		
6. BREUNINGER FARMS	153.17		
7. BRIDGEWATER TIRE COMPANY, INC.	80.00		
8. BRUCE WHITLEY	378.39		
9. COMCAST	3,800.20		
10. CORRIGAN OIL COMPANY	475.00		
11. CRIBLEY WELL DRILLING CO INC	2,721.07		
12. DEPT. OF ENVIRN. QUALITY	1,520.79		
13. DETROIT PUMP & MANUFACTURING	76,430.00		
14. DEXTER COMMUNITY SCHOOLS	200.00		
15. DEXTER TOWNSHIP	136.52		
16. DIUBLE EQUIPMENT INCORPORATED	30.29		
17. DONNA DETTLING	398.00		
18. DOORS & DRAWERS	5,842.77		
19. DTE ENERGY-STREET LIGHTING	868.88		
20. DYKEMA GOSSETT PLLC	292.22		
21. ENVIRONMENTAL RESOURCE ASSOC	74.62		
22. ERIC HARTMAN	70.00		
23. ERIN M. AIKEN	2,403.52		
24. ETNA SUPPLY CO	847.00		
25. F&V OPERATIONS	34.97		
26. GRAINGER	330.88		
27. GRANT'S AUTOMOTIVE & TRUCKING	320.00		
28. GRISSOM JANITORIAL	155.00		
29. JOHN'S SANITATION	3.99		
30. KENNEDY INDUSTRIES, INC.	544.00		
31. KLAPPERICH WELDING	16,250.00		
32. KNIGHT'S GRADING & EXCAVATING	29.70		
33. LESSORS WELDING SUPPLY	3,783.00		
34. MASTERCRAFT PLUMBING	3,248.75		
35. METRO ENVIROMENTAL SERVICES	1,179.96		
36. MICHIGAN PIPE & VALVE, INC.	1,749.88		
37. MICHIGAN PIPE & VALVE	290.00		
38. MICHIGAN RURAL WATER ASSOC	500.00		
39. MILLIGANS LANDSCAPE SERVICES L	2,417.96		
40. NORTH CENTRAL LABORATORIES	233.45		
41. PARTS PEDDLER AUTO SUPPLY	776.62		
42. PNC	1,171.50		
43. SCOTT E. MUNZEL, PC	631.00		
44. SOPHIA CORNISH	1,000.00		
45. SOPHIA CORNISH	199.48		
46. STATE OF MICHIGAN	38.48		
47. THE SUN TIMES	2,593.44		
48. THOMAS J RYAN P.C	1,157.58		
49. TRUCK & TRAILER SPECIALTIES	1,005.00		
50. UNIQUE PAVING MATERIALS			



03/06/2014 03:23 PM  
User: erin  
DB: Dexter

INVOICE APPROVAL BY VENDOR REPORT FOR VILLAGE OF DEXTER  
EXP CHECK RUN DATES 03/01/2014 - 03/05/2014  
JOURNALIZED OPEN AND PAID  
BANK CODE: POOL

Page: 2/2

Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. US BANK CORPORATE TRUST	131,016.25		
52. UTILITIES INSTRUMENTATION SERV	608.00		
53. VARNUM, RIDDERING, SCHMIDT	66.00		
54. VERIZON WIRELESS	492.98		
55. WASHTENAW COUNTY TREASURER	38,405.25		
56. WASTE MANAGEMENT OF MICHIGAN	39,415.83		
***TOTAL ALL CLAIMS***	351,331.29		

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
EXP CHECK RUN DATES 03/01/2014 - 03/05/2014  
JOURNALIZED OPEN AND PAID  
BANK CODE: POOL

3/06/2014 03:22 PM  
ser:erin  
3: Dexter

Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
und 101 GENERAL FUND						
Dept 101.000 VILLAGE COUNCIL						
01-101.000-956.000	PNC	CREDIT CARD PURCHASES	03-03-14	03/10/14	48.39	
		Total For Dept 101.000 VILLAGE COUNCIL			48.39	
Dept 172.000 VILLAGE MANAGER						
101-172.000-955.000	DONNA DETTLING	COFFEE	03-03-14	03/10/14	30.29	
101-172.000-955.000	ERIN M. AIKEN	PATIENT: ERIN	03-05-14	03/10/14	70.00	
		Total For Dept 172.000 VILLAGE MANAGER			100.29	
Dept 201.000 FINANCE DEPARTMENT						
101-201.000-802.000	PROFESSIONAL SERVICES	PAYROLL	2456	03/10/14	120.00	
		Total For Dept 201.000 FINANCE DEPARTMENT			120.00	
Dept 210.000 ATTORNEY						
101-210.000-810.000	DYKEMA GOSSETT PLLC	LEGAL FEES	1559162	03/10/14	868.88	
101-210.000-810.000	SCOTT E. MUNZEL, PC	LEGAL FEES	1248	03/10/14	1,171.50	
101-210.000-810.000	THOMAS J RYAN P.C	VILLAGE CHARTER	10528	03/10/14	2,593.44	
		Total For Dept 210.000 ATTORNEY			4,633.82	
Dept 215.000 VILLAGE CLERK						
101-215.000-901.000	THE SUN TIMES	PUBLIC NOTIC	40660	03/10/14	38.48	
		Total For Dept 215.000 VILLAGE CLERK			38.48	
Dept 265.000 BUILDINGS & GROUNDS						
101-265.000-727.000	ARBOR SPRINGS WATER C	OFFICE	1468784	03/10/14	17.25	
101-265.000-920.000	COMCAST	OFFICE	03-03-14	03/10/14	302.65	
101-265.000-935.000	KNIGHT'S GRADING & EX	8140 MAIN	03-04-14	03/10/14	7,000.00	
101-265.000-935.000	MASTERCRAFT PLUMBING	8140 MAIN	15906	03/10/14	2,795.00	
101-265.000-935.000	MASTERCRAFT PLUMBING	8140 MAIN	15948	03/10/14	988.00	
101-265.000-935.000	GRISSOM JANITORIAL	FEBRUARY SERVICE	289	03/10/14	320.00	
		Total For Dept 265.000 BUILDINGS & GROUNDS			11,422.90	
Dept 285.000 VILLAGE TREE PROGRAM						
101-285.000-731.001	PNC	CREDIT CARD PURCHASES	03-03-14	03/10/14	118.00	
		Total For Dept 285.000 VILLAGE TREE PROGRAM			118.00	
Dept 301.000 LAW ENFORCEMENT						
101-301.000-807.000	WASHTENAW COUNTY TREA	MARCH 2014 PSU CONTRACT	24181	03/10/14	38,405.25	
101-301.000-807.001	DEXTER COMMUNITY SCHO	<del>CROSSING-GARRETS School</del> OFFICE CALIBRATION	20140000001	03/10/14	76,430.00	
101-301.000-935.000	STATE OF MICHIGAN		50373	03/10/14	145.00	
		Total For Dept 301.000 LAW ENFORCEMENT			114,980.25	
Dept 336.000 FIRE DEPARTMENT						
101-336.000-935.000	BUILDING MAINTENANCE & R	8140 MAIN	9369884789	03/10/14	34.97	
		Total For Dept 336.000 FIRE DEPARTMENT			34.97	
Dept 400.000 PLANNING DEPARTMENT						
101-400.000-960.000	EDUCATION & TRAINING	ZBA TRAINING	422	03/10/14	200.00	
		Total For Dept 400.000 PLANNING DEPARTMENT			200.00	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS						
101-441.000-721.000	HEALTH & DENTAL INSURANC	PATIENT: KURT/CAROLE	03-03-14	03/10/14	631.00	
101-441.000-721.000	HEALTH & DENTAL INSURANC	PATIENT: AMANDA KNAPP	03-03-14	03/10/14	1,000.00	
101-441.000-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPL DPW	246269	03/10/14	29.70	
		CORRIGAN OIL COMPANY FUEL	03-03-14	03/10/14	2,119.52	

3/06/2014 03:22 PM

er: erin

3: Dexter

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
EXP CHECK RUN DATES 03/01/2014 - 03/05/2014  
JOURNALIZED OPEN AND PAID  
BANK CODE: POOL

L Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
und 101 GENERAL FUND							
Dept 441.000 DEPARTMENT OF PUBLIC WORKS						183.17	
01-441.000-920.001 UTILITIES - TELEPHONES		VERIZON WIRELESS	CELLULAR	03-04-14	03/10/14	80.00	
01-441.000-955.000 MISCELLANEOUS		BRUCE WHITLEY	REIMBURSEMENT	03-06-14	03/10/14	4,043.39	
			Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK				
Dept 442.000 DOWNTOWN PUBLIC WORKS						120.96	
101-442.000-730.000 FARMERS MARKET SUPPLIES		BRENDA TUSCANO	FARMERS MARKET BOOTCAMP MILEAGE	03-06-14	03/10/14	544.00	
101-442.000-740.000 OPERATING SUPPLIES		KIAPPERICH WELDING	DPW	981	03/10/14	664.96	
			Total For Dept 442.000 DOWNTOWN PUBLIC WORKS				
Dept 448.000 MUNICIPAL STREET LIGHTS						5,842.77	
101-448.000-920.003 UTILITIES - STREET LIGHT		DTE ENERGY-STREET LIG	STREETLIGHTS	03-03-14	03/10/14	5,842.77	
			Total For Dept 448.000 MUNICIPAL STREET LIGHTS				
Dept 528.000 SOLID WASTE						19,032.07	
101-528.000-805.000 CONTRACTED SOLID WASTE S		WASTE MANAGEMENT OF M	RESIDENTIAL	7317072	03/10/14	20,383.76	
101-528.000-805.000 CONTRACTED SOLID WASTE S		WASTE MANAGEMENT OF M	COMMERCIAL	7315761	03/10/14	2,250.00	
101-528.000-806.000 CONTRACTED COMPOSTING		BREUNINGER FARMS	PARKER RD LEAF PLACEMENT	03-03-14	03/10/14	41,665.83	
			Total For Dept 528.000 SOLID WASTE				
Dept 751.000 PARKS & RECREATION						60.00	
101-751.000-944.000 PORTABLE TOILET RENTAL		JOHN'S SANITATION	PARKS	03-03-14	03/10/14	95.00	
101-751.000-944.000 PORTABLE TOILET RENTAL		JOHN'S SANITATION	CREDIT CARD PURCHASES	03-03-14	03/10/14	610.23	
101-751.000-955.000 MISCELLANEOUS		PNC	Total For Dept 751.000 PARKS & RECREATION			765.23	
			Total For Fund 101 GENERAL FUND			184,679.28	
Fund 202 MAJOR STREETS FUND						628.00	
Dept 463.000 ROUTINE MAINTENANCE						628.00	
202-463.000-740.000 OPERATING SUPPLIES		UNIQUE PAVING MATERIA	COLD MIX	232537	03/10/14		
			Total For Dept 463.000 ROUTINE MAINTENANCE				
Dept 478.000 WINTER MAINTENANCE						500.00	
202-478.000-802.000 PROFESSIONAL SERVICES		MILLIGANS LANDSCAPE S	SNOW CLEAN UP	2974	03/10/14	500.00	
			Total For Dept 478.000 WINTER MAINTENANCE				
Fund 203 LOCAL STREETS FUND						1,128.00	
Dept 463.000 ROUTINE MAINTENANCE						377.00	
203-463.000-803.002 PAVEMENT MANAGEMENT		UNIQUE PAVING MATERIA	COLD MIX	232536	03/10/14	377.00	
			Total For Dept 463.000 ROUTINE MAINTENANCE				
			Total For Fund 203 LOCAL STREETS FUND			377.00	
Fund 402 EQUIPMENT REPLACEMENT FUND						153.17	
Dept 441.000 DEPARTMENT OF PUBLIC WORKS						136.52	
402-441.000-939.000 VEHICLE MAINTENANCE & RE		BRIDGEWATER TIRE COMP	DPW	65306	03/10/14	156.09	
402-441.000-939.000 VEHICLE MAINTENANCE & RE		DIUBLE EQUIPMENT INCO	DPW	17370	03/10/14	1,075.30	
402-441.000-939.000 VEHICLE MAINTENANCE & RE		PARTS PEDDLER AUTO SU	MAINTENANCE	03-03-14	03/10/14	82.28	
402-441.000-939.000 VEHICLE MAINTENANCE & RE		TRUCK & TRAILER SPECI	DPW	C39709	03/10/14		
402-441.000-939.000 VEHICLE MAINTENANCE & RE		TRUCK & TRAILER SPECI	DPW	C39760	03/10/14		
			Total For Dept 441.000 DEPARTMENT OF PUBLIC WORK			1,603.36	

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
EXP CHECK RUN DATES 03/01/2014 - 03/05/2014  
JOURNALIZED OPEN AND PAID  
BANK CODE: POOL

06/06/2014 03:22 PM  
ser: 76  
3: Dexter

Amount Check

L Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount
und 402 EQUIPMENT REPLACEMENT FUND						
Total For Fund 402 EQUIPMENT REPLACEMENT FUND				1,603.36		
und 590 SEWER ENTERPRISE FUND						
Total For Fund 590 SEWER ENTERPRISE FUND				85,199.06		
und 590 SEWER ENTERPRISE FUND						
Dept 248.000 ADMINISTRATION	ATTORNEY FEES - MISCELLA	VARNUM, RIDDERING, SC	LEGAL SERVICES	918603	03/10/14	66.00
90-248.000-811.000			Total For Dept 248.000 ADMINISTRATION			66.00
und 548.000 SEWER UTILITIES DEPARTMENT						
Dept 548.000 SEWER UTILITIES DEPARTMENT						234.70
590-548.000-743.000						2,183.26
590-548.000-743.000						1,552.30
590-548.000-743.000						847.00
590-548.000-751.000						2,461.25
590-548.000-802.000						787.50
590-548.000-802.000						292.22
590-548.000-803.005						37.87
590-548.000-824.000						327.55
590-548.000-920.000						169.90
590-548.000-920.000						398.00
590-548.000-920.001						128.38
590-548.000-920.001						1,520.79
590-548.000-935.000						59.98
590-548.000-937.000						54.48
590-548.000-937.000						330.88
590-548.000-937.000						17.38
590-548.000-939.000						140.00
590-548.000-939.000						74.62
590-548.000-960.000						11,618.06
590-548.000-960.000						45,000.00
590-548.000-960.000						28,515.00
590-548.000-960.000						73,515.00
590-548.000-960.000						85,199.06
und 591 WATER ENTERPRISE FUND						
Dept 591 WATER ENTERPRISE FUND						3.99
591-556.000-740.000						237.50
591-556.000-740.000						9,250.00
591-556.000-741.000						1,796.59
591-556.000-741.000						237.50
591-556.000-741.000						608.00
591-556.000-743.000						37.87
591-556.000-802.000						327.55
591-556.000-802.000						139.91
591-556.000-802.000						2,581.07
591-556.000-802.000						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						237.50
591-556.000-802.001						608.00
591-556.000-802.001						37.87
591-556.000-802.001						327.55
591-556.000-802.001						139.91
591-556.000-802.001						2,581.07
591-556.000-802.001						290.00
591-556.000-802.001						2,127.70
591-556.000-802.001						275.82
591-556.000-802.001						1,749.88
591-556.000-802.001						1,179.96
591-556.000-802.001						3.99
591-556.000-802.001						237.50
591-556.000-802.001						9,250.00
591-556.000-802.001						1,796.59
591-556.000-802.001						

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
 EXP CHECK RUN DATES 03/01/2014 - 03/05/2014  
 JOURNALIZED OPEN AND PAID  
 BANK CODE: POOL

3/06/2014 03:22 PM  
 ser: erin  
 3: Dexter

L Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
und 591 WATER ENTERPRISE FUND							
ept 556.000 WATER UTILITIES DEPARTMENT			Total For Dept 556.000 WATER UTILITIES DEPARTMEN			20,843.34	
dept 850.000 LONG-TERM DEBT							
91-850.000-995.010	2012 WATER BOND PRINCIPA	US BANK CORPORATE TRU	2012 GENERAL OBLIGATION LIMITED TA 03-04-14		03/10/14	35,000.00	
91-850.000-996.010	2012 WATER BOND INTEREST	US BANK CORPORATE TRU	2012 GENERAL OBLIGATION LIMITED TA 03-04-14		03/10/14	22,501.25	
			Total For Dept 850.000 LONG-TERM DEBT			57,501.25	
			Total For Fund 591 WATER ENTERPRISE FUND			78,344.59	

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF DEXTER  
 EXP CHECK RUN DATES 03/01/2014 - 03/05/2014  
 JOURNALIZED OPEN AND PAID  
 BANK CODE: POOL

3/06/2014 03:22 PM  
 ser:erin  
 3: Dexter

Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:					
		Fund 101 GENERAL FUND			184,679.28
		Fund 202 MAJOR STREETS FUND			1,128.00
		Fund 203 LOCAL STREETS FUND			377.00
		Fund 402 EQUIPMENT REPLACEMENT FUND			1,603.36
		Fund 590 SEWER ENTERPRISE FUND			85,199.06
		Fund 591 WATER ENTERPRISE FUND			78,344.59
Total For All Funds:					351,331.29



RAYMOND D. SINGER  
Grand Knight  
6066 Scully Road  
Dexter, Michigan 48130  
Phone: (734) 358-6480  
E-mail: rdsinger@hotmail.com

# Knights of Columbus

AGENDA 3-10-14  
ITEM 5-2

DEXTER COUNCIL, No. 2959  
8265 Dexter-Chelsea Road  
Dexter, Michigan 48130  
Phone/Fax: (734) 426-5558  
E-mail: dexterkofof@ameritech.net

DAVID M. MILEY,  
Financial Secretary  
4710 Cameron Circle  
Dexter, Michigan 48130  
Phone: (734) 424-2717  
Fax: (734) 426-5302  
E-mail: miley4710@comcast.net

Dexter Village Council  
8140 Main St.  
Dexter, Mi. 48130

February 26, 2014

Dear Council Members;

In past years the Village of Dexter has been kind enough to let members of the Knights of Columbus distribute tootsie rolls on the sidewalks of the village to help raise funds in support of the mentally impaired. We have contributed at least 50% of all money raised to help support the *special education programs in the Dexter School District*. The remaining funds are donated to the *St. Louis Center in Chelsea*.

This year's *Tootsie Roll Drive* is slated for April 11th, April 12th, and April 13th.

We hope you can see it in your hearts to grant us permission again, this year, to allow us to raise funds for a very worthy cause. Please call me, should you have any questions concerning this fundraiser. I may be contacted at (734) 475-2453, after 6pm.

Sincerely,

Randall Fox  
Chairman  
Dexter Knights of Columbus  
Council No. 2959







## Memorandum

**To:** Village Council and President Keough  
Donna Dettling, Village Manager

**From:** Michelle Aniol, Community Development Manager

**Re:** Recommendation from the Planning Commission to Approve the Modified Area Plan for the Victoria Condominiums at Dexter Crossing Planned Development

**Date:** March 5, 2014

Attached you will find Deputy Homes application for Major/Minor Site Plan Amendment Request and revised Area Plan for Victoria Condominiums at Dexter Crossing Planned Unit Development, as presented to the Planning Commission for its review and recommendation on March 3, 2014. Additional enclosures including reviews letters from CWA dated, January 28, 2014 and February 27, 2014, and OHM dated, January 3, 2014.

As you will recall, the Planning Commission postponed action on the proposed modified Area Plan for the Victoria Condominiums at its February 3<sup>rd</sup> meeting, citing concerns regarding the location of buildings M and N, open space, and sidewalks along Lexington and Carrington Streets.

Following that meeting, and a subsequent meeting with Village administration and staff, the applicant revised the proposed Area Plan to eliminate buildings 'M' (4-units) and 'N' (2-units), which were located on the east side of Lexington Drive, adjacent to the south of Dan Hoey Road, and which had direct access onto Lexington Drive. The elimination of these two buildings results in 1) a reduction from 11 buildings encompassing 46 units to 9 buildings housing 42 units, and 2) nearly 1 acre of Open Space.

Following presentations by staff and the applicant, the Planning Commission discussed the modifications to the plan, the location of proposed mailboxes, and the relevance of sidewalks along Carrington and Lexington Drives.

Based on the information presented by the applicant at the March 3, 2014 Planning Commission meeting, and pursuant to Section 19.08.A.5, Procedure for Petition and Area Plan Approval for PUD, the Planning Commission recommended approval of the modified Area Plan for Victoria Condominiums at the Dexter Crossing Planned Unit Development. The Planning Commission granted the approval subject to the Commission deferring comments related to the existing or proposed modifications of the on-site utility systems to the Village Engineer and Village Utility Department, which they recognized would be provided during the preliminary and final site plan review stages.

### **ACTION REQUESTED**

In accordance with Section 19.08, sub-section A.6, following a review of the proposed Area Plan for Victoria Condominiums and consideration of the Planning Commission's recommendation, Village Council must take action to approve, approve with conditions, deny or table for future consideration the modified Area Plan for the Victoria Condominiums in the Dexter Crossing Planned Development.

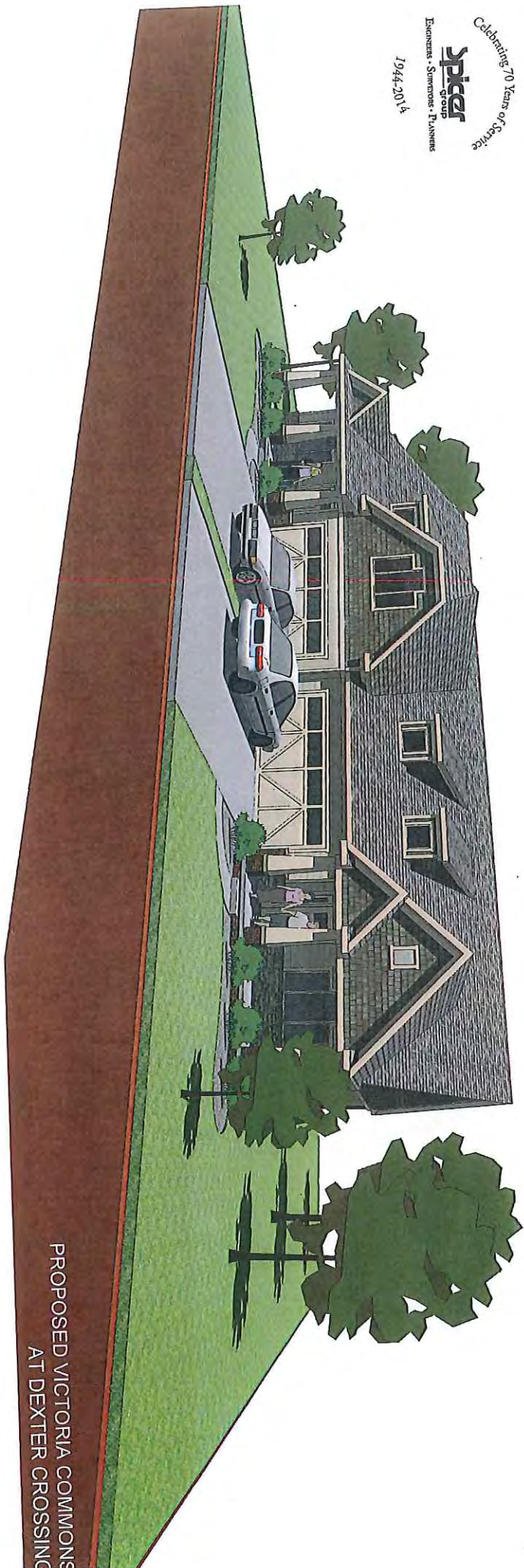
### **SUGGESTED MOTIONS**

Based on the information provided by the applicant, the provisions set forth in Section 19.08; sub-section A.6, and the Planning Commission's recommendation, the Village Council moves to **(APPROVE / DENY)** the modified area plan for the Victoria Condominiums at the Dexter Crossing Planned Unit Development.

- List Reasons for Approval, or
- List Reasons for Denial

### **NEXT STEPS IN THE REVIEW/APPROVAL PROCESS**

- If the Village Council approves the modified Area Plan for Victoria Condominiums it would constitute an amendment to the land use of the property and an amendment to the Dexter Crossing Planned Unit Development Agreement would be necessary (Section 19.08, sub-section A.7).
- Approval of the Area Plan for Victoria Condominiums would allow the applicant to submit for Preliminary and Final Site Plan Review (Section 19.08, sub-section D.4) by the Planning Commission (Sections 19.09 and 19.10).



PROPOSED VICTORIA COMMONS  
AT DEXTER CROSSING



Celebrating 70 Years of Service

**spicer**  
group

ENGINEERS • SURVEYORS • PLANNERS

1944-2014



PROPOSED VICTORIA COMMONS  
AT DEXTER CROSSING



CARLISLE

WORTMAN  
associates, inc.

605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104  
(734) 662-2200  
(734) 662-1935 Fax

**MEMORANDUM**

**TO:** Michelle Aniol, Community Development Manager  
Village of Dexter Planning Commission

**FROM:** Laura Kreps, AICP

**DATE:** February 27, 2014

**RE:** REVISED Victoria Condominium Area Plan

---

Since the February 3<sup>rd</sup> Planning Commission meeting, Village Staff has met with the applicant who has provided a revised area plan for your review. We note the following modifications from the last area plan submittal:

1. The structures (a 4-unit and a 2-unit) located in the northern portion of the development adjacent to Dan Hoey Road with access from Lexington Drive have been eliminated.
2. With the elimination of the northernmost structures, this area will be maintained as an open space area. This area is 0.88 acres in size and will be landscaped with street trees along Lexington Drive.
3. With the elimination of the two (2) northernmost structures, the development has been reduced from 46 units (in this phase) to 42 units. The composition and placement of the buildings has been modified slightly to include:
  - a. 1 – 3-unit building
  - b. 5 – 4-unit buildings
  - c. 2 – 6-unit buildings
  - d. 1 – 7-unit building

This is a reduction from 11 buildings encompassing 46 units to 9 buildings housing 42 units.

4. Sidewalk connections at the intersection of Victoria Drive and Carrington have been extended to tie-in with existing adjacent walkways.
5. The location of the existing utility easement in the northern portion of the site has been provided.
6. Setback information from Lexington and Carrington Drives has been provided on the site plan.

In addition to the items addressed above, we feel it is necessary to comment on the discussion held at the February 3<sup>rd</sup> meeting with regard to the installation of sidewalks along the rear of the proposed structures along both Carrington and Lexington Drives. In our opinion, requiring the installation of sidewalks in this area is unnecessary. The proposed development will allow for pedestrian movement along Lexington with appropriate connection(s) across Lexington Drive, along both sides of Victoria Drive with connections to Carrington Drive and the commercial development to the east.

There is limited area at the rear of the structures to accommodate sidewalks, and requiring them will likely result in a reduction in the proposed landscaping along Lexington and Carrington Drives.

Based upon the information provided in the revised Victoria Condominiums Area Plan, we recommend the Planning Commission recommend approval of the plan and forward to Village Council for final consideration.

Please feel free to contact me with questions prior to the meeting. I can be reached at [lkreps@cwaplan.com](mailto:lkreps@cwaplan.com) or 734.662.2200.

**CARLISLE/WORTMAN ASSOCIATES, INC.**





CARLISLE

WORTMAN  
associates, inc.

605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

(734) 662-2200  
(734) 662-1935 Fax

Date: January 28, 2014

## REVISED

### Planned Unit Development / Area Plan Review For Village of Dexter, Michigan

**Applicant:** Deputy Homes, LLC

**Project Name:** Dexter Crossing Area Plan – Victoria Condos

**Plan Date:** December 2013

**Location:** Victoria Drive (HD-08-08-225-000)

**Zoning:** R-3, Multiple-Family; PUD within the Dexter-Ann Arbor Corridor Overlay District

**Action Requested:** Approval of amended Area Plan for the Victoria Condos development.

**Required Information:** As provided herein

#### PROJECT AND SITE DESCRIPTION

The applicant is requesting approval to modify the previously approved area plan that was partially built (3 existing buildings and a foundation that has been filled in). The site is located off of Dan Hoey Road with an entrance from Lexington Drive southwest of the Dexter Crossing Commercial Complex, and northeast of the Dexter Crossing residential subdivision. The overall site is 11.16 acres and is zoned PUD within the Dexter-Ann Arbor Road Corridor overlay district. The underlying zoning of the subject property is R-3, Multiple-Family Residential.

The proposed project includes construction of 46 additional residential units in either 2-unit (2 buildings), 4-unit (6 buildings), and 6-unit (3) structures. Eleven (11) additional structures are proposed, with the previously built structures, the development would total 14 multi-family structures encompassing 66 units. Two (2) of the new units are demonstrated to have access off of Lexington immediately south of Dan Hoey. This area had been previously provided as open space.

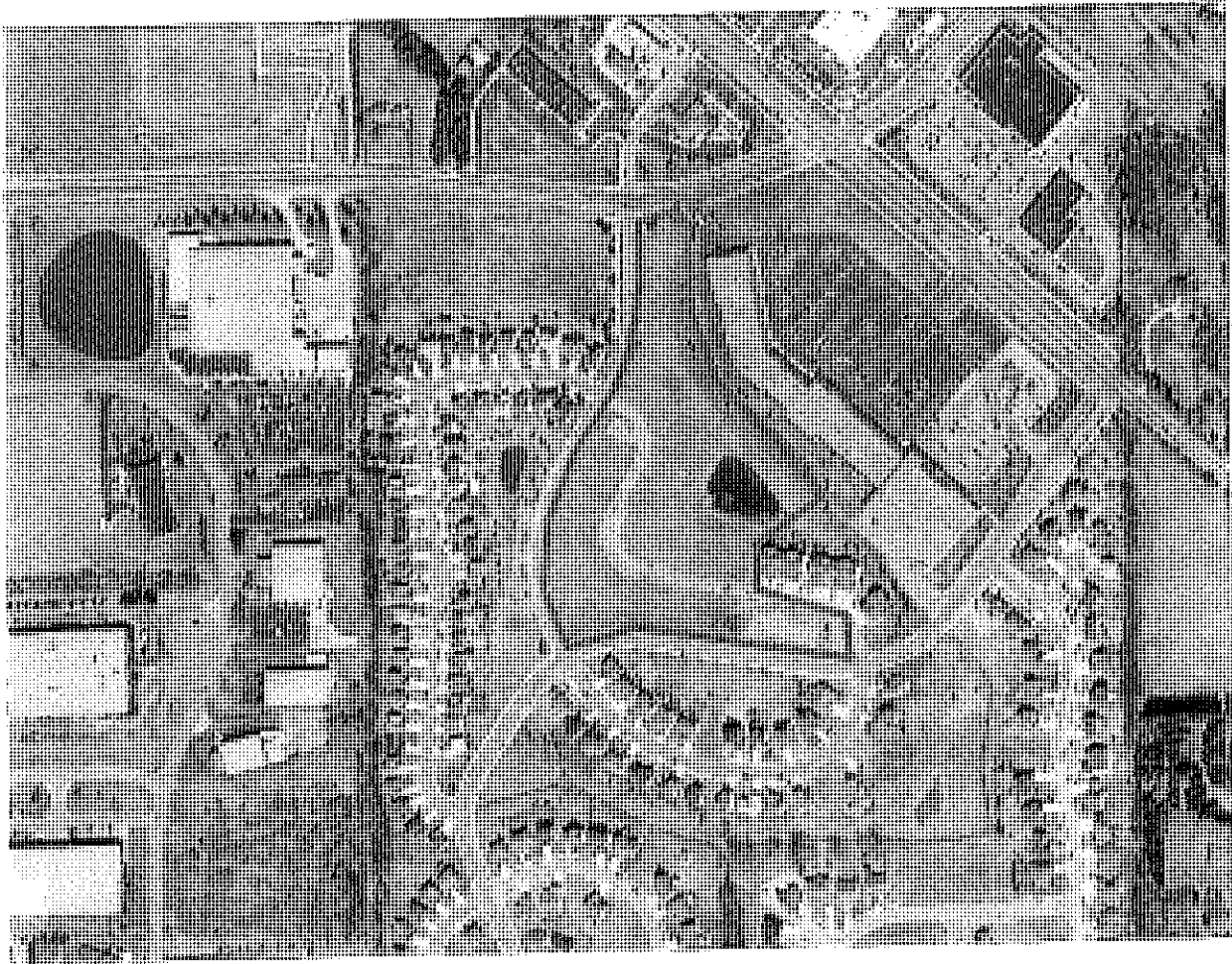
This is a substantial reduction in the project density from the previously approved area plan, where 114 units were approved. In addition, the new owner is proposing a modified structure design that includes a one-story, open floor plan containing 1,400 to 1,600 square feet, cottage-style residence with 2-car garages, basements, front and rear covered porches, with an optional second floor bonus room. Street trees and evergreen screening is proposed along Lexington and Carrington Drives, as well as street trees along Victoria and various additional landscaping throughout the site.

Since all units will be equipped with a 2-car garage as well as a driveway large enough to accommodate 2 additional cars, all other off-street parking areas previously proposed will be eliminated (with the exception of the southeast lot which services the existing structures).

The site is currently served by existing public and franchise utilities. The applicant has indicated that all existing water and sewer leads will be utilized. Access to the site will be provided through Victoria Drive (with the exception of the two (2) structures at the north of the development with access to Lexington).



Figure 1. – Aerial Photo



#### NEIGHBORING ZONING AND LAND USE

Neighboring zoning and land uses are important considerations in the review of a Planned Unit Development.

- North:** North of the subject site is Chelsea State Bank which is zoned PUD within the Dexter-Ann Arbor Road Corridor with an underlying zoning of C-1, General Business same as the subject site.
- East:** The Dexter Crossing commercial development is located east of the subject site and is zoned PUD, with an underlying zoning of C-1, General Business.
- South:** The Dexter Crossing residential subdivision is located to the south and west of the subject site. The subdivision encompasses R-1A (eastern portion) and R-1B (western portion) Single-Family Residential zoning.

**West:** In addition to the Dexter Crossing residential subdivision, a vacant parcel is adjacent to the site at Dan Hoey Road. This vacant parcel is zoned PB, Professional Business.

*Items to be Addressed: None.*

## **MASTER PLAN**

The 2011 Master Plan designates the surrounding properties to the north, east and, west as Mixed Use. Also the portions of the Dexter Crossing subdivision to the west and south of the subject site are planned for Village Residential. The subject site, Victoria Condos is planned for Multiple-Family Residential.

The intent of the Multiple-Family Residential Future Land Use classification is to *provide for a mix of multiple family uses near the Village Center*. The subject site is one (1) of five areas within the Village that have been planned for multiple-family residential uses. The Master Plan anticipates the Multiple-Family Residential Future Land Use classification to include: *townhouses, garden apartments, or two (2) to three (3) story apartments at a density not to exceed nine (9) dwelling units per acre.*

As proposed, the density of the development has been reduced from the 10.39 units per acre to 5.91 units per acre. The proposed area plan meets the intent of the Master Plan.

*Items to be Addressed: None.*

## **NATURAL RESOURCES**

The subject site is currently vacant with the exception of Victoria Drive. The area is devoid of any natural features; therefore development will not disrupt any natural resources.

*Items to be Addressed: None.*

## **ESSENTIAL FACILITIES AND SERVICES**

The applicant has indicated all existing water and sewer leads will be utilized. These will be verified during final site plan review. In addition, the Utility Superintendent has indicated that a utility easement is located in the northern portion of the site, and may interfere with the placement of the units on Lexington Drive. We defer further comments related to the existing or proposed modifications of the on-site utility systems to the Village Engineer and Village Utility Departments.

*Items to be Addressed: 1) Provide location of the existing utility easement in the northern portion of the site. 2) We defer any comments related to the existing or proposed modifications of the on-site utility systems to the Village Engineer and Village Utility Departments.*

## PLANNED UNIT DEVELOPMENT STANDARDS

Section 19.08 C. outlines the Standards for Petition and Area Plan Review. The Planning Commission shall determine and shall provide evidence of same in its report to the Village Council, that the petition and area plan meet the following standards:

1. *The proposed PUD shall conform to the adopted Master Plan or any part thereof, or represents a land use policy, which, in the Planning Commission's opinion, is a logical and acceptable change to the adopted Master Plan.*

As described previously, the subject site is classified as Multiple-Family Residential in the Master Plan. The intent of the Multiple-Family Residential Future Land Use classification is to *provide for a mix of multiple family uses near the Village center*. The subject site is one (1) of five (5) areas designated for multiple family residential developments within the Village. Appropriate uses include townhouses, garden apartments, or two (2) to three (3) story apartments at a density not to exceed nine (9) dwelling units per acre.

Based upon the proposed amendment to the area plan, and the future land use of the area designated by the Master Plan, we find that the proposed modification to the area plan is a logical and acceptable change.

2. *The proposed PUD shall conform to the intent and all regulations and standards of a PUD District.*

A portion of the previously approved multiple family development was developed under a PUD agreement many years ago. The modification to the area plan is demonstrating a new structure type, and reduced density. Compliance with regulations and standards of the PUD district will be reviewed throughout this report.

3. *The proposed PUD shall be adequately served by public utilities, facilities and services such as: highways, streets, police and fire protection, drainage courses, water and sanitary sewer facilities refuse disposal; or that the persons or agencies responsible for the proposed development shall be able to properly provide such facilities and services.*

We defer any comments to the Village Engineer and Village Utility Departments.

4. *Common open space, other common properties and facilities, individual properties, and all other elements of a PUD are so planned that they will achieve a unified open space and recreation area system, with open space and all other elements in appropriate locations, suitably related to each other, the site and surrounding lands.*

The development's open space is primarily situated around the detention pond. It has been reduced from the previously approved area plan with the addition of the two (2)

additional structures located off of Lexington Drive. The applicant's revised site plan includes a calculation of the proposed open space areas. These three (3) open spaces are located on the periphery of the detention pond and total 0.82 acres. This equates to 0.012 acres of open space per unit whereas the previous plan provided 0.007 acres of open space per unit.

Section 19.03C. outlines Open Space Regulations for PUD developments. Specifically, item 6 which states, *When completed, the PUD shall have significant areas devoted to open space, which shall remain in its natural state and/or be restricted for use for active and/or passive recreation purposes harmonious with peaceful single-family residential uses in and surrounding the development. Priority shall be on preserving the most important natural features on the site, as identified by a site analysis. The amount of open space, including the area and percentage of the site, shall be specified on the site plan.*

Areas within the right-of-way(s), the detention pond, and required yard setbacks for the proposed buildings cannot be counted as part of the open space calculation (Section 19.03C. 8.).

While the applicant provides there is more open space per unit, the two (2) additional structures at the northernmost point of the development adjacent to Dan Hoey with access from Lexington are located in an area that had been provided as open space in the previously approved plan.

We understand due to the reduced density of the modified plan that the applicant is trying to construct as many units as possible. However, the two (2) proposed buildings off of Lexington Drive may pose a traffic issue due to their vicinity to Dan Hoey Road. In addition, an existing utility easement is located in this area, and is not depicted on the area plan which may further limit buildable area.

Lastly, the northernmost structures will face a vacant parcel on Dan Hoey that is zoned for Professional Business development. It is likely that this parcel will be developed into an office building/complex or day care center (permitted uses in the PB district) at some point in the future. The proposed units will be facing the side or rear of this type of building. It is also probable that a drive will be located for this facility adjacent to one or both of the residential drives to access this site via Lexington.

5. *The petitioner shall have made provision to assure that public and common areas will be or have been irrevocably committed for that purpose. Provisions shall have been made to provide for financing of improvement shown on the plan for open space and other common areas, and that proper maintenance of such improvements is assured.*

The applicant should provide documentation that the public and common areas have been committed for such purposes, and that financing for open space amenities and maintenance is available.

6. *Traffic to, from, and within the site will not be hazardous or inconvenient to the project or the neighborhood. In applying this standard the Planning Commission shall consider, among other things, convenient routes for pedestrian traffic; relationship of the proposed project to main thoroughfares and street intersections; and the general character and intensity of the existing and potential development of the neighborhood.*

As mentioned previously, the proposed development is a reduction in the previously approved density on the site. This will directly reduce the amount of traffic to and from the site. In addition, Victoria Drive has been constructed, and will be completed with a final course of asphalt and top coat as part of the completion of this project. All driveways (with the exception of the two (2) units with access from Lexington) will be accessed via Victoria Drive. Victoria Drive is accessed only via a northern connection to Lexington Drive to Dan Hoey and southern connection to Carrington Drive to Dexter Ann Arbor Road.

As mentioned previously, traffic issues may result from having the buildings fronting Lexington so close to the Dan Hoey intersection, and the future development of the Professional Business parcel directly to the west along Dan Hoey Road.

Pedestrian connections currently exist along both Lexington and Carrington Drives. The applicant demonstrates improvements in pedestrian access by providing a sidewalk along the east side of Lexington from Dan Hoey stopping after Victoria Drive. Internal sidewalks are provided along both sides of Victoria Drive.

Additional pedestrian connections connecting Carrington Drive and Victoria Drive should also be installed. Currently, the existing structures do not have a sidewalk connection from Building H's drive (east side of Victoria) or the provided parking area (west side of Victoria) to the intersection of Carrington and Victoria.

7. *The mix of housing unit types and densities, and the mix of residential and nonresidential uses shall be acceptable in terms of convenience, privacy, compatibility, and similar measures.*

The total development area of Dexter Crossing encompasses single-family residential, multiple-family residential and commercial uses. This portion of the PUD is the last portion of the overall development that is left for construction. This modification to the area plan reduces the density of the development; however, still provides a compatible mix of residential and nonresidential uses.

8. *The Planning commission shall determine, where applicable, that noise, odor, light, or other external effects which are connected with the proposed use, will not adversely affect adjacent and neighboring lands and uses.*

The external effects associated with the multi-family development will be lessened with the reduced density of the site proposed under the submitted area plan. Also, the multiple-family residential portion of the development is buffered from the single-family uses via rights-of-ways and open space areas. The rear of the Dexter Crossing commercial complex abuts the backside of the proposed multiple-family development. The multiple-family development will be in effect a transition area between the existing commercial development and the existing single-family residential homes.

9. *The proposed development shall create a minimum disturbance to natural features and landforms.*

The subject site is currently vacant with the exception of Victoria Drive. The area is devoid of any natural features; therefore development will not disrupt any natural resources.

10. *Streets shall follow topography, be properly spaced, and be located and aligned in accordance with the intended function of each street. The property shall have adequate access to public streets. The plans shall provide suitable street connections to adjacent parcels, where applicable.*

As noted previously, all proposed structures will be accessed off of existing streets.

11. *Pedestrian circulation shall be provided within the site, and shall interconnect all use areas, where applicable. The pedestrian system shall provide for a logical extension of pedestrian ways outside the site and to the edges of the PUD, where applicable.*

As mentioned previously, pedestrian connections currently exist along both Lexington and Carrington Drives. The applicant demonstrates improvements in pedestrian access by providing a sidewalk along the east side of Lexington from Dan Hoey stopping after Victoria Drive. Internal sidewalks are provided along both sides of Victoria Drive.

Additional pedestrian connections connecting Carrington Drive and Victoria Drive should also be installed. Currently, the existing structures do not have a sidewalk connection from Building H's drive (east side of Victoria) or the provided parking area (west side of Victoria) to the intersection of Carrington and Victoria.

**Items to be Addressed:** 1) We defer review of the site utilities and services to the Village Engineer and/or Village Utility Departments 2) Planning Commission to consider if "significant open space has been provided" in accordance with Section 19.03C. 3) Provide documentation that the public and common areas have been committed for such purposes, and that financing

for open space amenities and maintenance is available. 4) Extend sidewalk from south end of Victoria Drive to Carrington intersection.

## SITE PLAN CONSIDERATIONS

### AREA, WIDTH, HEIGHT, SETBACKS

The subject site is zoned PUD within the Dexter-Ann Arbor Road Corridor with an underlying zoning classification of R-3, Multiple Family Residential. The dimensional requirements of the R-3, Multiple Family Residential district are as follows:

	<u>Required</u>	<u>Provided</u>
Minimum Lot Area	9,800 sq. ft.	11.16 acres
Lot Width	200 feet	123 feet at Dan Hoey
Building Setbacks:		
Front:	40 feet for 1 story 50 feet for over 1 story	35 feet
Side:	25 feet / 50 feet total	Varies / 20 feet minimum
Rear:	50 feet for 1 story 80 feet for over 1 story	Varies / 30 feet minimum
Building Height	2.5 stories / 35 feet	Approximately 19 feet
Maximum Lot Coverage	30%	Not Provided

The area plan does not provide setback dimensions or lot coverage calculations; therefore the "provided" information above is based upon scaled measurements and estimations. Where the dimensional standards of the Ordinance cannot be met, or if the applicant is requesting flexibility in application based upon the PUD designation, the applicant must provide requested deviations on the area plan.

**Items to be Addressed:** 1) Provide setback dimensions and lot coverage calculations. 2) Provide deviations from dimensional standards of the R-3 zoning district.

### BUILDING LOCATION AND SITE ARRANGEMENT

The modified area plan has the same configuration as the previously approved plan. The buildings will remain centered around Victoria Drive. As mentioned previously, the applicant is proposing two (2) structures in an area previously approved as open space, which may create potential negative traffic impacts that may be somewhat relieved by the elimination of the northernmost two (2) buildings that access from Lexington Drive.

Existing water and sewer leads will be utilized. The location of the existing utility easement in the northernmost portion of the development will need to be verified.

**Items to be Addressed:** *Verify the placement of existing utility easements particularly in the northernmost portion of the development.*

## **PARKING, LOADING**

The applicant is proposing to eliminate 33 off-street parking spaces at the northern and central portions of the development due to the modification in the density and overall residential product. The proposed structures will include both a 2 car garage and at a minimum a driveway that can accommodate 2 more vehicles. The southernmost parking area (at Carrington Drive) will remain to off-set parking needs of the 3 buildings containing 20 units that have already been constructed.

While Village parking standards have been met, during the pre-application meeting, the Village Engineer expressed concerns regarding potential overflow situations as the development is built-out due to the private road being too narrow to accommodate on-street parking.

**Items to be Addressed:** *Address any overflow parking concerns raised by the Village Engineer.*

## **SITE ACCESS AND CIRCULATION**

The subject site is accessed via Lexington Drive (to the north) and Carrington Drive (to the south) within the Dexter Crossing development. Site access and circulation will not be modified as part of the revised area plan and is acceptable.

**Items to be Addressed:** *None.*

## **LANDSCAPING**

The following landscape standards are taken from the Village ARC Overlay district standards. The ARC standards are generally more intensive than the standard landscape requirements. As this is being reviewed as an Area Plan, only conceptual landscape plan is required at this stage. A final landscape plan will be required at the time the final site plan is submitted to the Village. The following comments are provided for the information of the applicant in preparation for final site plan review.

**Composition** – Plant composition and size have not been provided, and are not required for this stage of review. Information related to type, size and number of each species shall be provided during site plan review.



**Greenbelt** – The greenbelt (street tree) plantings along Lexington, Carrington and Victoria Drives are required.

**Buffer Screen** – A landscape screen is required between the development and the commercial complex to the east.

**Site Landscaping** – A separate site landscape calculation is provided. Additional detail of site landscaping is required during site plan review.

**Details** – Planting and staking details will be required during site plan review.

*Items to be Addressed: Provide complete landscape plan for site plan review.*

## **LIGHTING**

Lighting locations, fixture types, pole heights, and a photometric lighting plan are not required at this stage of the review process. A photometric plan with lighting fixture detail should be provided during site plan review.

*Items to be Addressed: Provide photometric plan and lighting details during site plan review.*

## **SIGNS**

No signage is proposed at this stage of the review. The location, placement and dimension of any residential development entrance signage should be provided during site plan review.

*Items to be Addressed: Location, placement and dimension of any entry signage shall be provided for site plan review.*

## **FLOOR PLAN AND ELEVATIONS**

Floor plans and building elevations have been provided. The ARC overlay district (Section 15(B).02) has very specific architectural standards that must be met. Those standards include: building orientation, building scale, defined streetscape, building materials and design, and other site elements.

As provided, the proposed building design is a cottage-type structure with dormers, porches with columns, and varying texture in building material: vinyl siding, vinyl shake siding, stone veneer and brick veneer is proposed.

A detailed review of the ARC standards will be conducted during site plan review; however, as presented, appear to be in compliance with the design standard requirements. A full color rendering of the building elevations has been provided in the revised site plan submittal for Planning Commission consideration.

*Items to be Addressed: None.*


## **RECOMMENDATIONS**

Based upon our findings, the following items should be resolved to the satisfaction of the Planning Commission prior to approval of the Victoria Condos Area Plan:

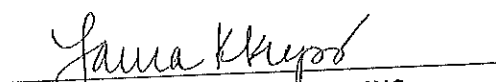
1. Provide location of existing utility easement in northern portion of the site.
2. We defer any comments related to the existing or proposed modifications of the on-site utility systems to the Village Engineer and Village Utility Departments.
3. Planning Commission to consider whether "significant open space has been provided" as required by Section 19.03C.
4. Extend sidewalk from south end of Victoria Drive to Carrington intersection (both east and west sides).

The following items can be resolved during site plan review:

1. Provide documentation that the public and common areas have been committed for such purposes, and that financing for open space amenities and maintenance is available.
  2. Provide setback dimensions and lot coverage calculations.
  3. Provide deviations from dimensional standards of the R-3 zoning district.
  4. Provide location of existing utility easement in northern portion of the site.
  5. Verify the placement of existing utility easements particularly in the northernmost portion of the development.
  6. Provide a complete landscape plan for review.
  7. Provide photometric plan and lighting details during site plan review.
  8. Location, placement and dimension of entry signage shall be provided for site plan review, if applicable.
-



CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, PCP, AICP  
Principal



CARLISLE/WORTMAN ASSOC., INC.  
Laura K. Kreps, AICP

## SUGGESTED MOTIONS

Based on the information provided by the applicant at the February 3, 2014 Planning Commission meeting and pursuant to Section 19.08 C., Standards for Petition and Area Plan Review, the Planning Commission recommends that the Village Council **(APPROVE / DENY)** the modified area plan for the Victoria Condominiums Planned Unit Development.

The area plan approval is granted with the following conditions:

1. Provide location of existing utility easement in northern portion of the site.
2. We defer any comments related to the existing or proposed modifications of the on-site utility systems to the Village Engineer and Village Utility Departments.
3. Planning Commission consider if "significant open space" has been provided in accordance with Section 19.03C.
4. Extend sidewalk from south end of Victoria Drive to Carrington intersection (both east and west sides).
5. Provide a full color rendering of building elevations for Planning Commission review.
6. Other reasonable conditions imposed by the Planning Commission or the Village Council.
7. \_\_\_\_\_  
\_\_\_\_\_

OR

Based on the information provided by the applicant at the February 3, 2014 Planning Commission meeting and pursuant to Section 19.08 C., Standards for Petition and Area Plan Review, the Planning Commission moves to **(POSTPONE)** action on the Victoria Condominiums modified area plan until **(DATE)** to allow the applicant more time to address the following:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_



ARCHITECTS. ENGINEERS. PLANNERS.

January 3, 2014

VILLAGE OF DEXTER  
8140 Main Street  
Dexter, MI 48130

Attention: Ms. Laura Krepps, AICP (Sent via Electronic Mail)  
Interim Community Development Manager

Regarding: Victoria Condominiums at Dexter Crossing  
Major Amendment to Area Plan - Review No. 1  
OHM JN: 0130-13-1031

Ms. Krepps:

The applicant, Deputy Homes, LLC is proposing continue build out of the previously approved Victoria Condominiums at Dexter Crossing. As part of this, there are several amendments proposed to the previously approved plans. The changes that have the most significant impact to the site layout and utilities are as follows:

- Addition of two new building along Lexington Drive
- Elimination of a 2 parking lots near former building "A" and "N" and on street parking between building "C" and "D"

We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works. We recommend that the following issues are addressed and revised plans are submitted for review prior to approval.

#### GENERAL

1. The plan includes the locations of proposed buildings. The majority of these appear to align with locations on the previously approved P.U.D. which should eliminate the need for any utility or storm sewer relocation. However, to ensure this, the existing utilities, storm sewer and easements shall be shown on the plan.
2. The previously approved plan included green space along Lexington Drive that is now proposed to include Building "N" and "M." The applicant shall be aware that their engineer will be required to demonstrate the following:
  - a. A pipe capacity calculation for the existing storm sewer along Lexington Drive shall be performed to ensure that the pipe is capable of conveying the additional runoff generated from the new buildings and driveway.
  - b. An updated site-wide calculation showing that the total impervious surface is either equal or less than that on the previously approved plan shall be provided. In the event that additional impervious surface is proposed, modifications may be necessary to the detention pond and/or the outlet control structure.
3. The existing sidewalk ramps at the intersection of Dan Hoey and Lexington as well as Lexington and Cambridge and shall be upgraded to current ADA standards as part of the sidewalk improvements proposed on the area plan. When performing upgrades, the Applicant shall also improve any receiving ramps that are not in compliance with current standards.

OHM Advisors  
34000 PLYMOUTH ROAD  
LIVONIA, MICHIGAN 48150

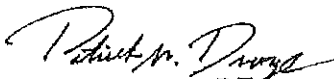
T 734.522.6711  
F 734.522.6427

OHM-Advisors.com

4. We recommend that the existing sidewalk is continued from Building H towards Carrington Drive. This sidewalk should then head east to connect with the existing sidewalk at the Dexter Crossing Commercial. A sidewalk should also be constructed along the west side of Victoria Drive.

The above comments should be addressed prior to submitting for an additional site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans by the Applicant. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at [pat.droze@ohm-advisors.com](mailto:pat.droze@ohm-advisors.com).

Sincerely,  
OHM Advisors

  
Patrick M. Droze, P.E.  
Project Engineer

cc: Donna Detling, Village Manager (e-mail)  
Dan Schlaff, Public Services Superintendent (e-mail)  
Don Detling, Dexter Area Fire Department (e-mail)  
Deputy Homes, 45609 Village Blvd., Shelby Twp., MI 48315  
David Boersma, AIA, NCARB, Spicer Group, Inc. 230 S. Washington Avenue, Saginaw, MI 48607  
Rhett Gronsveld, P.E., OHM (e-mail)  
file  
P:\0126\_0165\SITE\_Dexter\2013\0130131051 - Victoria Park P.U.D\Area Plan\ASP\_1.docx



VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE  
8140 Main Street & Dexter, Michigan 48130-1092 & (734) 426-8303 & Fax (734) 426-5614

## MAJOR OR MINOR SITE PLAN AMENDMENT REQUEST

\$300.00

Rec# 28429  
Date: 12-12-13

APPLICANT/OWNER

Deputy Homes, LLC

APPLICANT OWNER SIGNATURE

J M Maiori FRANKMAIARI

PROJECT NAME/ZONING

Victoria Condominiums @ Dexter Crossing  
PUD / R3

ADDRESS

45609 VILLAGE BLVD. SHELBY TWP. MI.  
48315

PHONE/FAX

(586) 685-1322

1.

### MAJOR AMENDMENT (Per Section 19.13) check all that apply

- ☐ Change in concept of the development.
- ☒ Change in use or character of the development.
- ☐ Change in type of dwelling unit as identified on the approved area plan.
- ☐ Increase in the number of dwelling units.
- ☐ Increase and/or decrease in nonresidential floor area of over five (5) percent.
- ☒ Increase and/or decrease in gross floor area or floor area ratio of the entire PUD of more than one (1) percent.
- ☐ Rearrangement of lots, blocks, and building tracts.
- ☐ Change in the character or function of any street.
- ☐ Reduction in land area set aside for common open space or the relocations of such area(s).
- ☐ Horizontal and/or vertical elevation changes of five (5) percent or more.

OR

### MINOR AMENDMENT (PER Section 19.13) check all that apply

- ☐ A change in residential floor area.
- ☐ An increase in nonresidential floor area of five (5) percent or less.
- ☐ Horizontal and/or vertical elevation changes of five (5) percent or less.
- ☐ Designated "Areas not to be disturbed" or open space may be increased.
- ☐ Plantings approved in the Final PUD Landscape Plan may be replaced by similar types of landscaping on a one-to-one or greater basis.
- ☐ Changes to building materials to another higher quality material.
- ☐ Changes in floor plans, which do not alter the character of the use.
- ☐ Slight modification of sign placement or reduction of size.
- ☐ Minor variations in layout, which do not constitute major changes.
- ☐ An increase in gross floor area or floor area ratio of the entire PUD of one (1) percent or less.

2. Description of the Proposed Amendment: (attach separate narrative if necessary):  
Reduce the number of units from 114 to 66 to provide  
larger floor area and two-car garage for each unit.

3. Reasons why the amendment is being requested, the burden shall be on the applicant to show good cause for any requested change: (changing social or economic conditions, potential improvements in layout or design features, unforeseen difficulties or advantages mutually affecting the interest of the village and the developer such as technical causes, site conditions or state or federal projects and installations or statutory revisions):

We believe the size and character of the revised  
units will more closely represent the type of  
living space in demand for this area.

4. Additional Information:

\*\* The Community Development Director shall have authority to determine whether a requested change is major or minor, in accordance with the ordinance. The burden shall be on the applicant to show good cause for any requested change. Upon approval, revised drawings shall each be signed by the petitioner and the owner(s) of record or the legal representative(s) of said owner(s) and submitted for the record.

For Office Use Only

Planning Commission Notification/Action  
Village Council Notification/Action

*PHN in 8 minutes*

12-17-13

Date: 01-06-14

X(NA)

Date: 01-13-14

REASONS FOR DENIAL:

APPROVAL STAMP

Conditions of Approval:



AGENDA 3-10-14

ITEM L-2

OHM

Advancing Communities

ARCHITECTS. ENGINEERS. PLANNERS.

## meeting summary

### About the meeting:

**Subject:** Village of Dexter – Central Street --  
**Date:** February 27, 2014 **Time:** 10:00 AM  
**Location:** Phone Conversation

### Meeting Attendees

**Organizer:** Patrick Droze – OHM - 734-466-4573  
**Caller:** Brian Chomas – MDOT LAP - 517- 335-2231  
**Caller:** Shawn Keough – Village President – 734-947-2622

### Introduction

- Patrick Droze summarized the events of the 2/24/2014 Village Council work session. Among the points discussed:
  - The Village is proceeding with bidding the submitted project on the current schedule.
  - The Mill ownership conveyed to council their disagreement with the inclusion of an island separating the proposed parking area from Central Street and stated that this will adversely affect their business.
- Shawn Keough re-affirmed that the Village had no interest in “pulling” the project from the March bid letting stating that any changes would be behind the curb and are non-participating costs and would not affect the roadway design.
  - Brian Chomas stated that these changes would need to be reviewed by Dan Garcia at the MDOT Brighton Transportation Service Center.
- Shawn Keough indicated that the Dexter Mill would likely be submitting a letter stating that the proposed design creates an economic hardship and will request that the requirement for curb is waived for the curb across the frontage.

### MDOT Position on Access Management and right of way parking

- Shawn Keough asked Brian Chomas to explain the MDOT Local Agency Program guidance on the placement of curbs and access control for existing properties.
  - Brian Chomas indicated that MDOT's only **requirement** is that access is provided in some fashion for all existing businesses.

- He added that MDOT **recommends** access is controlled and defined where possible. If non-parallel parking is proposed, MDOT recommends that it is angled to reduce the impact on the roadway.
- The extent, location and type of access are up to the local agency (Village) to decide and should be based on engineering judgment.
- All Non-parallel parking requires the completion of a parking study to ensure that the parking operations will not adversely interfere with roadway function.

#### **Discussion of Criteria of Major Streets and its relation to Reconstruction Projects**

- Noting that Brian stated that parking in the right of way is a locally determined issue, Patrick Droze asked Brian how the Criteria for Major Streets is considered in this thought process. He directed Brian to Category 3 which appears to prohibit for angle or perpendicular parking on reconstructed roadways.
- Shawn Keough added that Category 1 included a provision where exceptions were allowed by MDOT.
- After speaking with his Supervisor, Brian indicated that existing parking can be maintained within the right of way, but it cannot be added stating that there is a grandfathering provision with this particular document for Category projects. He stated that in low volume instances where there is not crash evidence such as Central Street, non-parallel parking in the right of way can remain on reconstructed roads if there is a study completed and the local authority wishes to retain this. Retaining this would not jeopardize the major streets certification since the condition existed prior to the work being completed.

Notes by PMD

3/3/2014

AGENDA 3-10-14  
ITEM L-2



ARCHITECTS. ENGINEERS. PLANNERS.

## technical memorandum

**Date:** March 6, 2014

**To:** Donna Dettling, Village Manager  
**From:** Patrick M. Droze, P.E.

**Re:** Village of Dexter – Mill Parking

### INTRODUCTION

The following memorandum has been prepared in response to a request made by Village Council on behalf of the Dexter Feed Mill located at 3515 Central Street. The property is located within the limits of the Central Street Reconstruction Project. The Village Council has requested that OHM prepare an engineering study that reviews two proposed non-parallel parking arrangements within the public right of way adjacent to the Dexter Feed Mill store building.

### STUDY REFERENCES

The following study has been prepared in accordance with the following documents:

1. "Diagonal Parking Review Process for Local Agency Projects." Michigan Department of Transportation, 10 Nov. 2003. Web. 4 Mar. 2014.  
<[http://www.michigan.gov/documents/MDOT\\_Diag\\_77932\\_7.pdf?20140224152800](http://www.michigan.gov/documents/MDOT_Diag_77932_7.pdf?20140224152800)>.
2. American Association of State Highway and Transportation Officials, A Policy on Geometrics Design of Highways and Streets, Chapter 4 (Cross Section Elements), On Street Parking (AASHTO) as well as other applicable sections of AASHTO
3. "Guidelines for Parking Facility Location and Design", Institute of Transportation Engineers, Technical Committee 5D-8, April 1994, (ITE)

### BACKGROUND INFORMATION

The findings in this memorandum are the result of an engineering study performed by OHM Advisors during March of 2014. The work required to prepare this memorandum included the review of the following information:

- MDOT National Functional Classification System Maps
- Adjacent land use from the Village of Dexter Zoning Maps
- Traffic count data from September 5, 2013
- Crash data from SEMCOG
- Proposed OHM Angle Parking
- Proposed OHM Perpendicular Parking
- Field measurements from March 5, 2014





## STUDY AREA AND EXISTING CONDITIONS

The area of study is located on the northwest side of Central Street between Third Street on the south and Second Street on the north (see Figure 1 in the Appendix). The area is composed entirely of drivable surface with areas adjacent to the Third and Central Street intersection paved with asphalt to a point approximately 125' northeast of the intersection. The remaining area is comprised of a gravel surface.

These drivable surfaces are used by the Dexter Feed Mill as a location for parking and loading for patrons of the store building, most of which are located within the Village of Dexter's 99 foot right of way for Central Street. The parking areas are not striped which results in a somewhat disorganized use of the space that it largely dependent on the intentions of the motorists using the parking spaces. Per the property owner, the site has functioned at this location in some form for nearly 95 years.

## BACKGROUND INFORMATION

### *Street Function*

Central Street functions as a Major Collector in the Dexter region's transportation network (See Figure 2 in the Appendix). It serves as a crucial link to areas north of the Village due to height limitations on Island Lake Road (at Amtrak RR) and weight limitations on the Shield Road bridge.

### *Adjacent Land Use*

Land use adjacent to the Dexter Mill include single and multi-family residential on the south side of Central Street. Single family residential exists on the southeast side of Third Street. On the north side of the property is the Amtrak Railroad and CMR Mechanical, a Commercial land use. See figure 3 in the Appendix for the Village of Dexter Zoning map.

### *Traffic Volume*

Traffic Counts were performed by the Village of Dexter on September 13, 2013. The traffic volume on this day was found to be 7377 vehicles. Of this, 8.3% was found to be commercial traffic and 1.4% were bicyclists. The Washtenaw Area Transportation Study has an annual estimated growth factor of 0.5% for this road segment over the next 20 years.

### *Crash Analysis*

The five year crash history of this particular road segment as well as the intersection of Central and Third Street was reviewed from the Southeast Michigan Council of Government's (SEMCOG) crash history database. Over the five year period, only one accident was found within the study area. The accident involved a passenger vehicle and a soil finisher (farm vehicle). The incident included a side swipe action on Central Street which included a damaged vehicle mirror from the Farm Vehicle.

### *Proposed Design Speed*

The proposed design speed of Central Street is 30 MPH with a posted speed of 25 MPH.

### *Existing Street Dimensions*

The existing road cross section is composed of two 11 foot wide travel lanes with a variable width gravel shoulder on the southeast side of the roadway. The northwest side of the roadway is a combination of gravel and asphalt. The asphalt is as wide as 51 feet adjacent to the Mill Store building; 42 feet of which is located within the 99' right of way. The remainder of the right of way is comprised of gravel.



## PROPOSED PLAN

For the intents of this study, two (2) proposed parking plans were considered. Each of these alternatives are separated from the traveled way by paved areas. The traveled way will be composed of two 11 foot lanes, 5' wide bike lanes. The roadway will be defined by MDOT Detail F4 curb as well as a MDOT Detail M gutter at the driveway openings.

### *Angle Parking*

The angle parking design includes six (6) angle parking spaces that are served by a single continuous drive opening. The angle design allows for vehicles to enter from the northerly driveway and exit the parking area at the southern portion of the opening. Additional information is provided in Table 1.

**TABLE 1: Angle Parking Parameters**

Parking Element	ITE Requirement	Provided
Number of Spaces	N/A	6
Stall Width	9.0'	9.0'
Stall Depth	16.5'	16.5
Drive Aisle	15.0'	16.8 to 20.7

### *Perpendicular Parking*

The perpendicular parking option includes 7 spaces that are sized in accordance with the Village of Dexter and are served by a single continuous drive opening.. This arrangement will provide motorists with additional freedom to enter and exit the parking area as well as travel into the Mill site. Additional information is provided in Table 2.

**TABLE 2: Perpendicular Parking Parameters**

Parking Element	ITE Requirement	Provided
Number of Spaces	N/A	7
Stall Width	8.5'	9.0'
Stall Depth	17.5'	18.0'
Drive Aisle	26' (22' is Village requirement)	16.7 to 18.7

## SIGHT DISTANCE

Sight distance represents the most critical element for the safety of vehicles operating on Central and Third Street as well as those within the proposed parking areas. Due to stop controls present on Third Street and the assumed stopped condition of vehicles within the parking area, the requirements for sight distance will generally not govern due to the significantly shorter distances that are generally defined under intersection sight distance for stopped vehicles. Based on this, MDOT recommends that only stopping sight distance (SSD) and decision sight distance (DSD) are reviewed under parking studies such as these.

### *Stopping Sight Distance*

The stopping sight distance is based on the design speed of the roadway which is 30 miles per hour. Based on this, Stopping Sight Distance on a flat grade (less than 3%) is calculated at 200 feet. Using this value, we performed a field review of the existing conditions. We also reviewed the proposed horizontal and vertical alignments on Central Street. Based on these reviews, we have determined that the right of way is currently free of visual obstructions. This condition is anticipated to be maintained after construction.





### Decision Sight Distance

The decision sight distance includes two separate measurements. The first measurement includes the distance necessary for a motorist to assess and stop when faced with an unusual maneuver such as a parked vehicle backing into the traveled way. The second measurement is the distance necessary for a vehicle to assess this same unusual maneuver and perform an "avoidance maneuver" that might include a speed/path/direction change on a road. Based on discussions with the MDOT Local Agency Program Engineer, we are to consider this section of a Central Street as a rural, low volume roadway which impacts the distance for these measurements significantly. These values are shown in Table 3.

**TABLE 3: SITE DISTANCE PER AASHTO (Exhibit 3-1 & 3-3)**

Criteria	Distance
Stopping Sight Distance (30 MPH)	200 feet
Decision Sight Distance (Stop Maneuver)	220 feet
Decision Sight Distance (Avoidance Maneuver)	450 feet

As was done for the stopping sight distance evaluation, a field and plan review was completed to assess the existing and proposed conditions for decision sight distance (DSD). Based on our field review, adequate DSD was present for northbound Central Street vehicles. This is due to the straight alignment of the roadway and relatively flat grade. This condition will persist after construction as the proposed work will maintain the current condition.

<sup>NOT</sup>  
The field review for DSD of southbound motorists did identify any visual obstructions for stop maneuver due to the straight and level alignment of Central within 220 feet of the parking area. DSD for the avoidance maneuver is suspected to be at least partially obstructed by a railroad signal cabinet located 30 feet from the back of curb on the north side of the Amtrak Railroad. This particular visual obstruction is a result of the 40 degree deflection in the road's horizontal alignment at Second Street.

While the railroad signal cabinet blocks the view of the parking area, it does not appear to fully obstruct the view of the roadway in this vicinity. The presence of large snow piles and outdated photos on Google's street view website has rendered this finding inconclusive at this time.

Photos of each location as well as a graphical depiction of the area with dimensioning are included in the Appendix.

### IMPACT TO TRAVELED WAY

The impacts to the traveled way were determined using the AASHTO passenger (P) design vehicle. Impacts were determined by using the minimum turning radii for this design vehicle. The impacts reviewed include the following:

- Impact 1: Entering parking spaces from Central
- Impact 2: Back out of the stall to a point where traffic on Central Street can be gauged
- Impact 3: Enter the traveled way
- Impact 4: Enter the Mill Property from the parking area

For the purpose of this exercise, an impact is defined as a vehicle conflicting with the traveled way at some point during its maneuver described above. A summary of these findings is included in Table 4.



### Angle Parking

*ANGLE*  
Impact 1: Vehicles attempting to use the ~~parallel~~ parking spaces will be required to make this maneuver from either NB or SB Central Street. The southbound vehicles will likely be able to pull off the road due to the widened paved area adjacent to the parking spaces which should minimize impacts to the traveled way. Northbound motorists will generally need to stop within Central to locate a space and also assess oncoming traffic for an appropriate gap. The turning motion of the Passenger Vehicle will require that the vehicle is clear of the intersection and crosswalk.

Impact 2: Maneuvers for Impacts 2 can be completed without any physical impact to the traveled way as shown in Drawing 4. The motorist will make use of their rear view and side mirrors to assist in gaging vehicles on southbound Central Street. The driver will be able to see northbound Central as well as the Third Street intersection from this position.

Impact 3: Vehicles entering the roadway will not impact the traveled way aside from the turning movement necessary to proceed onto north or southbound Central. Both directional movements can be obtained using a single point maneuver. These movements are illustrated in Drawing 5.

Impact 4: Impact 4, which we understand to be of critical importance to the property owner can be achieved under this plan only by way of re-entering the site from Third Street or turning onto NB Central, then turning back into the Mill property. This is again shown in Drawing 5.

### Perpendicular Parking

Impact 1: Vehicles attempting to use the perpendicular parking spaces will be required to make this maneuver from either NB or SB Central Street. Unlike angle parking, southbound vehicles will likely need to occupy at least a portion of the traveled way (bike lane) to maneuver into the parking spaces. As with angle parking, Northbound motorists will generally need to stop within Central to locate a space and also assess oncoming traffic for an appropriate gap. The turning motion into the southernmost two (2) spaces will temporarily block the crosswalk.

Impact 2: In order for a parked vehicle to safely assess traffic and available gaps on Central, it will be required for the vehicle to back out approximately 15' from the parking stall. This location will allow for the driver to look north and southbound on Central. This will result in no impact to the traveled way. This vehicle position and the presence of other vehicles in the parking areas may inhibit the driver from seeing vehicles stopped at the intersection for southeast bound Third Street. This is shown in Drawing 3.

Impact 3: Vehicles expecting to travel northbound on Central will likely impact portions of the traveled way on southbound Central Street (bike lane). This same condition will occur for vehicles expecting to travel south on Central. North and southbound directional movements will require the use of a two point maneuvers.

Impact 4: Vehicles that will travel from the parking area into the Mill Property will generally back out of their parking spaces, then enter the Mill through the main driveway located north of the Mill Store building. This maneuver will impact to southbound Central Street.

**TABLE 4: SUMMARY OF IMPACTS TO TRAVELED WAY**

Impact	Angle Parking		Perpendicular Parking	
	Northbound	Southbound	Northbound	Southbound
1: Entering parking spaces from Central	<b>IMPACT</b>	NO IMPACT	<b>IMPACT</b>	<b>IMPACT</b>
2: Back out of the stall to a point where traffic on Central Street can be gauged	NO IMPACT	NO IMPACT	NO IMPACT	NO IMPACT
3: Enter the traveled way	NO IMPACT	NO IMPACT	<b>IMPACT</b>	<b>IMPACT</b>
4: Enter the Mill Property from the parking area	NO IMPACT	NO IMPACT	NO IMPACT	<b>IMPACT</b>



## SUMMARY OF FINDINGS

Based on our review above, we note the following key findings related to the proposal to retain non-parallel parking within the Central Street right of way:

1. Recent crash history at this particular location does not appear to identify the existence of a safety problem at this location.
2. The current traffic is expected to remain at or near current levels for next 20 years.
3. Adequate stopping sight distance and decision sight distance for stopping is provided for the parking.
4. Pending the removal of snow piles, decision sight distance for an avoidance maneuver may be sufficient for southbound Central Street.
5. Angled Parking has only minor impacts to the traveled which results from vehicles turning into the parking spaces from northbound Central. This impact is similar to that caused by any commercial driveway.
6. Perpendicular parking shares the same impact as angled parking, but also has several more significant impacts on the traveled way. This is largely due to the fact that a back-out maneuver requires partial occupation of southbound Central Street bike lane.
7. Perpendicular parking provides a means to directly enter the Mill site from the parking area but will impact the traveled way.
8. Angle parking provides vehicles in the parking lot with a reliable view of vehicles at the Third Street intersection. Perpendicular may not provide this depending on the presence of other parked vehicles.

## RECOMMENDATION

As stated by OHM Advisors previously, it remains our primary recommendation that the parking is physically separated from Central Street through use of a raised concrete island. However, recognizing the perceived hardship from the property owner, lack of crash data and an understanding that traffic will remain at or near current levels, we have determined that an unobstructed paved area with parking striped at a 45 degree angle will function with the least impacts to the traveled way as part of the proposed Central Street Phase 2 project. It is our recommendation that angled parking would be implemented over perpendicular parking. In addition, we recommend that the following actions be considered to help improve the safety at this location:

1. Storage and parking within the portion of the right of way between the tracks and the proposed parking area should be carefully considered to ensure that appropriate decision sight distance is maintained.
2. Work with Amtrak Railroad and MDOT to encourage the relocation or replacement of the existing signal cabinet located at the Central Street grade crossing.
3. Prohibit the storage or display of objects near the Third and Central Street intersection to ensure a clear line of sight between parked vehicles and vehicles stopped on Third Street.





## APPENDIX SUMMARY

### FIGURES

<u>Description</u>	<u>Page</u>
Project Location Map .....	Figure 1
National Functional Classification .....	Figure 2
Zoning Map .....	Figure 3
Traffic Counts .....	Figure 4
SEMOG Crash Data .....	Figure 5
Incident Report .....	Figure 6

### PHOTOS

<u>Description</u>	<u>Page</u>
Southbound Central (SSD) .....	Photo 1
Southbound Central (DSD - Stopping) .....	Photo 2
Southbound Central (DSD – Avoidance Maneuver) .....	Photo 3
Northbound Central (SSD) .....	Photo 4
Northbound Central (DSD - Stopping) .....	Photo 5
Northbound Central (DSD – Avoidance Maneuver) .....	Photo 6
Third and Central (NE View) .....	Photo 7
Third and Central (NW View) .....	Photo 8

### DRAWINGS

<u>Description</u>	<u>Page</u>
Sight Distance .....	Drawing 1
Perpendicular Parking Full Back-out - North .....	Drawing 2
Perpendicular Parking Full Back-out - South .....	Drawing 3
Angle Parking Full Back-out .....	Drawing 4
Angle Parking Traveled Way Impact .....	Drawing 5

### REFERENCE

<u>Document</u>
Diagonal Parking Review Process for Local Agency Projects, MDOT

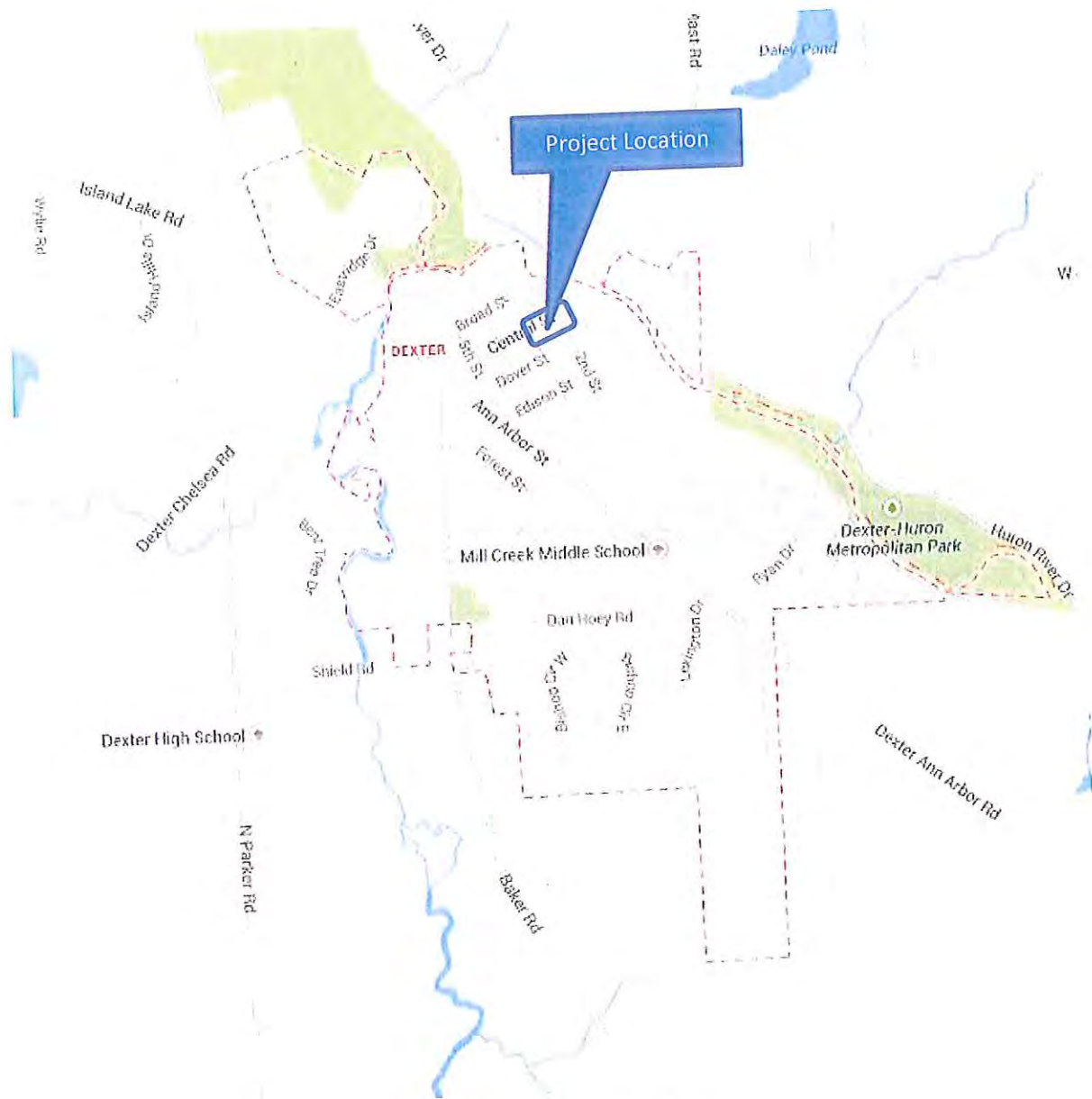
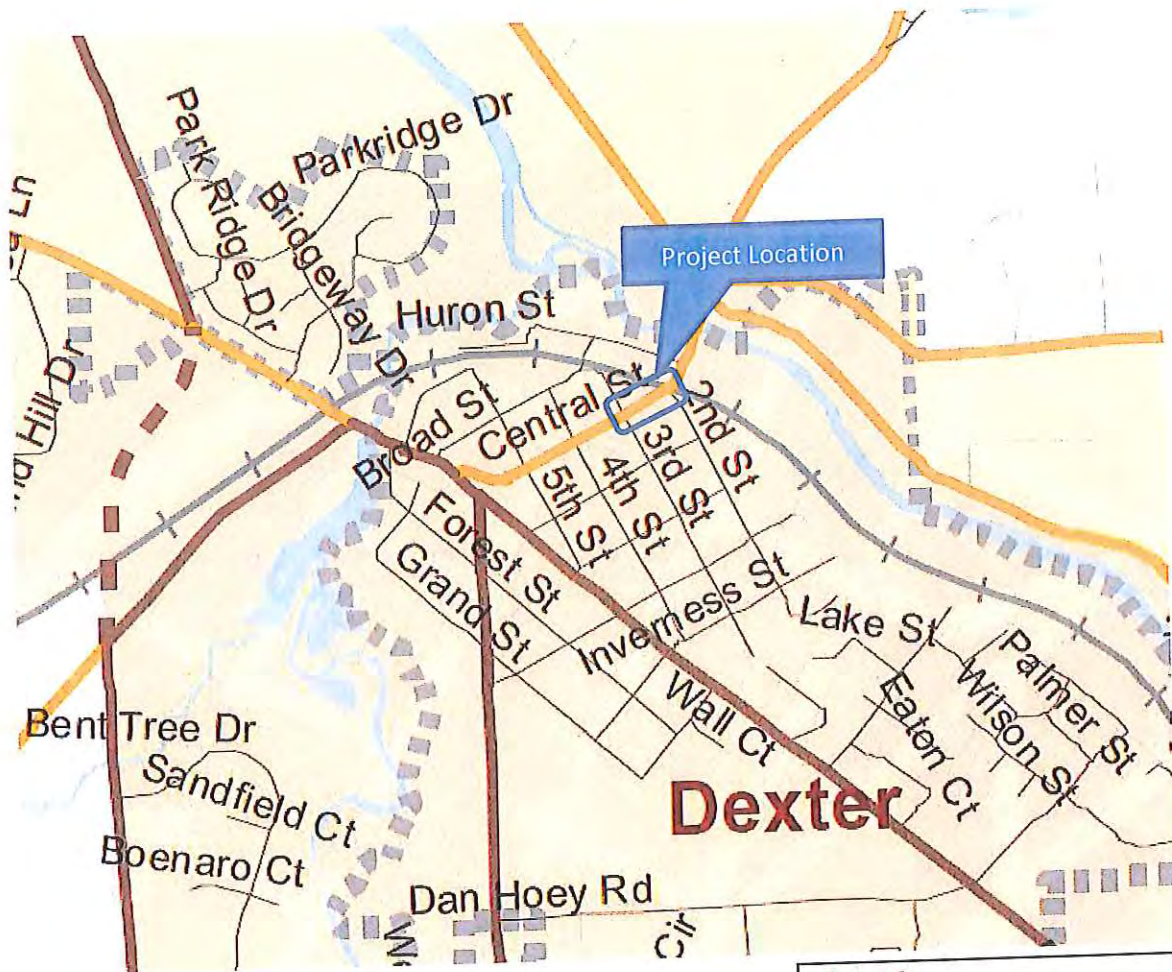


FIGURE 1: PROJECT LOCATION



## National Functional Classification (NFC)

**WASHTENAW**

MDOT Region: University  
MDOT County Number: 81

### Legend

NFC	Future NFC
Interstate	-----
Other Freeway	-----
Other Principal Arterial	-----
Minor Arterial	-----
Major Collector	-----
Minor Collector	-----
Local	-----
Non-Certified	-----
Railroad	-----
Airports	-----
Rural - Previously Urban	-----
ACUB - Previously Rural	-----
ACUB	-----
County	-----
Township	-----
City	-----
Lake or river	-----

FIGURE 2: NFC MAP

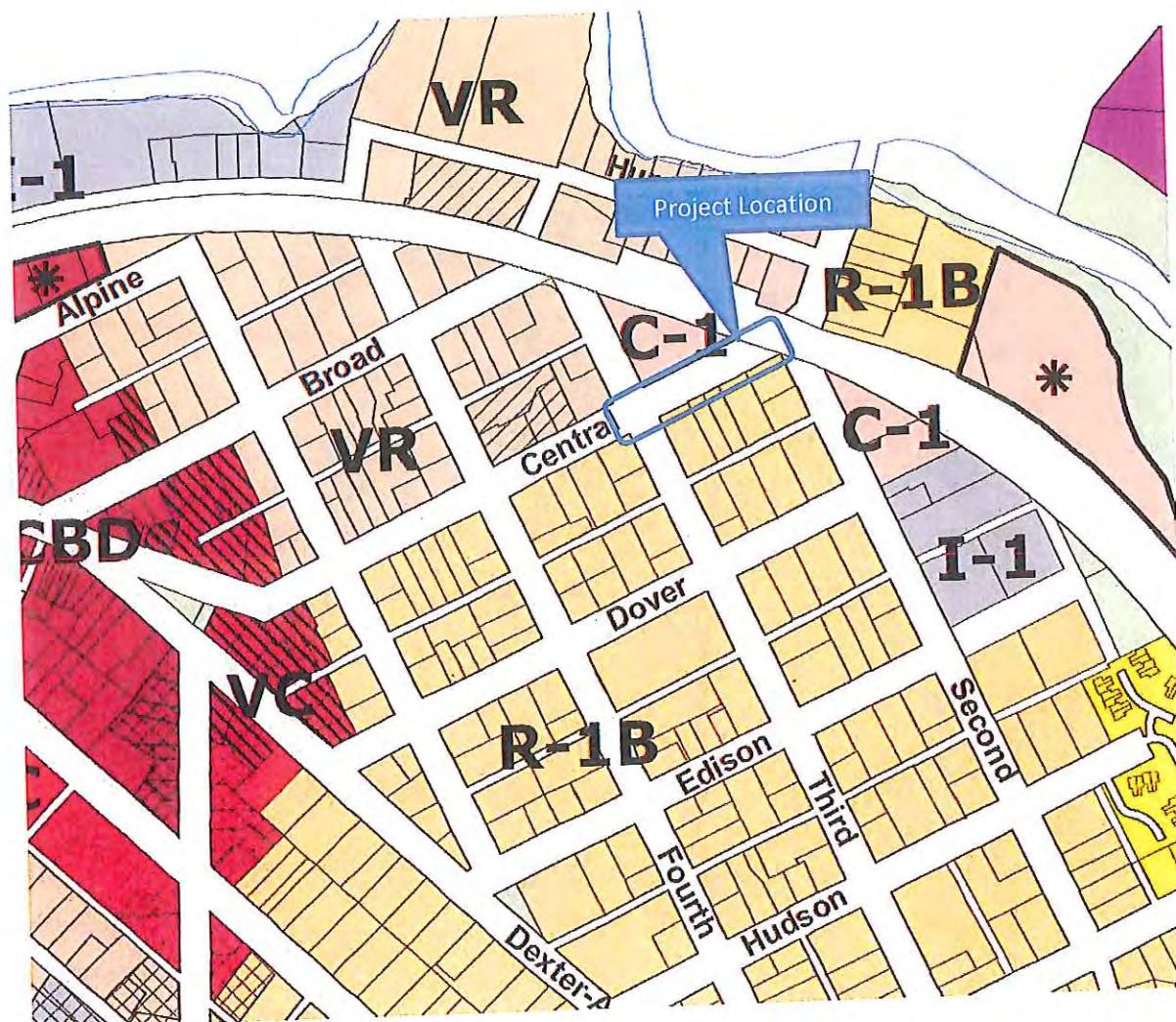
**OHM Advisors**  
34000 PLYMOUTH ROAD  
LIVONIA, MICHIGAN 48150

T 734.522.6711  
F 734.522.6427

OHM-Advisors.com

**VILLAGE OF DEXTER**  
Central Street Ph II - Parking Study  
OHM JN: 0130-13-0061 | MDOT JN: 122275A





### Zoning Districts

R-1A One Family Residential - Large Lot	CBD Central Business District	Baker Road Corridor Over Lay District
R-1B One Family Residential - Small Lot	PB Professional Business	Dexter-Ann Arbor Road Corridor Over Lay District
VR Village Residential	RD Research & Development	PUD's within Dexter-Ann Arbor Road Corridor Over Lay District
C-1 General Business	I-1 Limited Industrial	PUD Planned Unit Development
VC Village Commercial	PP Public Park	HOD Historic Overlay District
		Conditionally Rezoned

FIGURE 3: ZONING MAP

# Washtenaw County Road Commission

Village of Dexter

Central St

Site Code:

Date Start: 05-Sep-13

Start Time	02-Sep-13 Direction 1	02-Sep-13 Total	03-Sep-13 Direction	03-Sep-13 Total	04-Sep-13 Direction	04-Sep-13 Total	05-Sep-13 Direction	05-Sep-13 Total	Thu Total	Fri Direction	Fri Total	Day Average
12:00 AM	*	*	*	*	*	*	18	5	23	*	*	23
01:00	*	*	*	*	*	*	7	7	14	*	*	14
02:00	*	*	*	*	*	*	9	4	13	*	*	13
03:00	*	*	*	*	*	*	5	5	10	*	*	10
04:00	*	*	*	*	*	*	4	14	18	*	*	18
05:00	*	*	*	*	*	*	20	52	72	*	*	72
06:00	*	*	*	*	*	*	78	122	200	*	*	200
07:00	*	*	*	*	*	*	136	453	599	*	*	599
08:00	*	*	*	*	*	*	189	257	446	*	*	446
09:00	*	*	*	*	*	*	147	180	327	*	*	327
10:00	*	*	*	*	*	*	143	174	317	*	*	317
11:00	*	*	*	*	*	*	182	168	350	*	*	350
12:00 PM	*	*	*	*	*	*	215	175	390	*	*	390
01:00	*	*	*	*	*	*	186	160	346	*	*	346
02:00	*	*	*	*	*	*	214	219	433	*	*	433
03:00	*	*	*	*	*	*	433	180	613	*	*	613
04:00	*	*	*	*	*	*	415	187	602	*	*	602
05:00	*	*	*	*	*	*	529	220	749	*	*	749
06:00	*	*	*	*	*	*	353	254	607	*	*	607
07:00	*	*	*	*	*	*	245	140	385	*	*	385
08:00	*	*	*	*	*	*	349	108	457	*	*	457
09:00	*	*	*	*	*	*	163	68	231	*	*	231
10:00	*	*	*	*	*	*	85	39	124	*	*	124
11:00	*	*	*	*	*	*	28	23	51	*	*	51
Total	0	0	0	0	0	0	4153	3224	7377	0	0	7377
24 Hr. Avg.												
AM Peak Vol.	-	-	-	-	-	-	-	-	07:00	-	-	599
PM Peak Vol.	-	-	-	-	-	-	-	-	17:00	-	-	749

FIGURE 4: TRAFFIC DATA

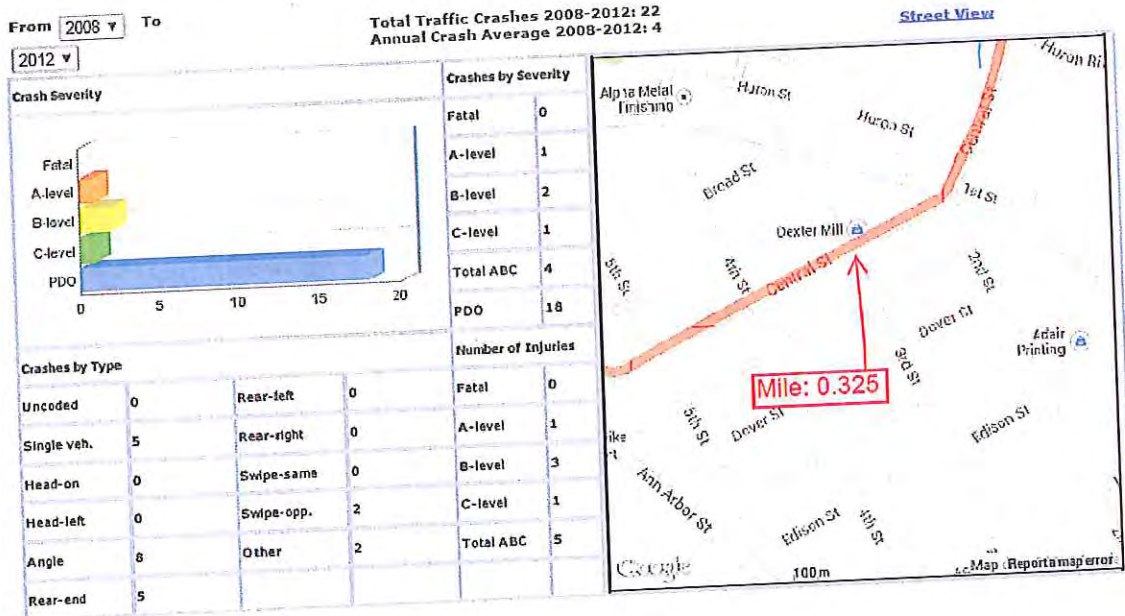


# SEMCOG Traffic Crash Report, 2008-2012

Central St - PR 4605379  
From: Main St - Mile 0.000 To: Huron River Dr - Mile 0.586  
FALINK ID: 20066

Please set your page orientation to landscape or shrink to fit before you print.

[Download search results](#) 



(Click column names to sort. Click Crash ID links to view UD-10 Traffic Crash Reports.)

Crash ID	Road Name	PIT	Mile	Mon	DOH	Year	DOW	Time	Severity	Type	Weather	Lighting	Road	Off	Units	Factor
<a href="#">7015402</a>	Central St	4605379	0.000	May 3	2008	Sat	6pm	PDO	Rear-end	Cloudy	Daylight	Dry	0	2	1-V	
<a href="#">7078493</a>	East Rd	4605379	0.416	Aug 6	2008	Wed	4pm	PDO	Single-veh.	Cloudy	Daylight	Dry	5	1	1-L	
<a href="#">7183652</a>	Central St	4605379	0.000	Oct 23	2008	Thu	12pm	PDO	Angle	Clear	Daylight	Dry	0	2	1-F	
<a href="#">7184448</a>	Central St	4605379	0.000	Dec 3	2008	Wed	12pm	PDO	Rear-end	Clear	Daylight	Dry	0	2	1	
<a href="#">7204166</a>	Central St	4605379	0.133	Dec 14	2008	Sun	10am	PDO	Angle	Cloudy	Daylight	Wet	0	2	1-F	
<a href="#">7226653</a>	Central St	4605379	0.151	Dec 30	2008	Tue	Unk	PDO	Other	Cloudy	Dark	Dry	0	2	1	
<a href="#">7499508</a>	East Rd	4605379	0.408	Dec 9	2009	Wed	8pm	PDO	Angle	Snow	Lights	Snowy	0	2	1	
<a href="#">7585495</a>	Central St	4605379	0.008	Mar 19	2010	Fri	5pm	PDO	Angle	Clear	Daylight	Dry	105	2	V	
<a href="#">7598647</a>	Central St	4605379	0.000	Apr 19	2010	Mon	8pm	B-level	Other	Cloudy	Dusk	Dry	0	2	6-F	
<a href="#">7610210</a>	Central St	4605379	0.225	May 6	2010	Thu	113am	PDO	Swipe opp.	Cloudy	Daylight	Dry	11	2	1	
<a href="#">8000331</a>	Central St	4605379	0.000	Mar 24	2011	Thu	12pm	PDO	Angle	Cloudy	Daylight	Dry	0	2		
<a href="#">8010313</a>	East Rd	4605379	0.408	Apr 23	2011	Sat	9am	B-level	Swipe-opp.	Cloudy	Daylight	Dry	11	2	V-L	
<a href="#">8090122</a>	Central St	4605379	0.019	Aug 5	2011	Fri	3am	PDO	Single-veh.	Clear	Lights	Dry	100	1	1	
<a href="#">8291404</a>	Central St	4605379	0.069	Feb 11	2012	Sat	4am	PDO	Single-veh.	Snow	Lights	Icy	1	1	V-L	
<a href="#">8315118</a>	Central St	4605379	0.138	Mar 18	2012	Sun	10am	PDO	Rear-end	Clear	Daylight	Dry	26	2	V	
<a href="#">8315741</a>	Central St	4605379	0.231	Mar 26	2012	Mon	4pm	PDO	Rear-end	Clear	Daylight	Dry	11	2		
<a href="#">8336087</a>	Central St	4605379	0.133	Apr 17	2012	Tue	5pm	A-level	Angle	Clear	Daylight	Dry	0	3	1-V	
<a href="#">8413327</a>	East Rd	4605379	0.474	Aug 7	2012	Tue	6pm	PDO	Single-veh.	Clear	Daylight	Dry	42	1	1-L-W	
<a href="#">8453785</a>	Central St	4605379	0.010	Oct 2	2012	Tue	2pm	PDO	Angle	Cloudy	Daylight	Dry	100	2	V	
<a href="#">8482502</a>	East Rd	4605379	0.422	Nov 3	2012	Sat	1am	PDO	Single-veh.	Clear	Lights	Dry	26	1	L	
<a href="#">8505757</a>	East Rd	4605379	0.468	Nov 28	2012	Wed	6pm	PDO	Rear-end	Clear	Lights	Dry	11	2	V	
<a href="#">8526188</a>	Central St	4605379	0.000	Dec 14	2012	Fri	6pm	PDO	Angle	Clear	Lights	Dry	0	2	1-W	

FIGURE 5: SEMCOG CRASH DATA

Authority: 1949 PA 300, Sec 257.622 Compliance: Required M5P UD-10E Penalty: \$100 and/or 90 days (Rev 11/2008)		External # #####		Crash ID 7610210		Page 01 of 01 Incident # ##### File Class 93001	
<b>STATE OF MICHIGAN TRAFFIC CRASH REPORT</b>							
ORU: MI 8118100		Department Name Washtenaw Co Sheriff's Office				Incident Disposition Closed	
Crash Date 05/08/2010		Crash Time 11:35		No. of Units 02		Crash Type Sideswipe-Opposite	
County 81 - Washtenaw		Traffic Control None		Relation to Roadway On Road		Special Circumstances <input type="checkbox"/> School Bus <input type="checkbox"/> Hit and Run <input type="checkbox"/> Deer <input type="checkbox"/> Fleeing Police	
City/Twp 39 - Dexter		Construction Zone (if applicable) Type		Lane Closed		Activity	
Weather Cloudy		Light Daylight		Road Condition Dry		Area 10 - NON-FRWY Straight roadway	
Total Lanes 02		Speed Limit 35		Pooled Yes		Special Checks <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> ORV/Snowmobile	
LOCATION	Prefix	Road Name CENTRAL		Road Type ST		Suffix	
	Distance 10 Feet NE	Traffic Way 01 - Not physically divided		Access Control 01 - No access control		Divided Roadway	
	Prefix	Intersecting Road THIRD		Road Type ST		Suffix	

Break – DRIVER INFORMATION OMITTED

Investigated at Scene	Yes	Reported Date (Time)	##### (##:##)	1st Investigator Name (Badge)	##### (#####)	2nd Investigator Name (Badge)	##### (#####)	Photos By	#####
Narrative UNIT #1 WAS STOPPED EASTBOUND ON CENTRAL ST WAITING TO TURN LEFT ONTO THIRD ST. UNIT #2 WAS WESTBOUND ON CENTRAL ST. AS THE TWO UNITS PASSED EACH OTHER ON THE ROADWAY, UNIT #1'S DRIVER'S SIDE DOOR MIRROR STRUCK THE LEFT SIDE OF UNIT #2'S SOIL FINISHER FARM EQUIPMENT TRAILER. THE DRIVER OF UNIT #1 STATED THE DRIVER OF UNIT #2 CROSSED THE CENTER LINE OF THE ROADWAY AND CAUSED THE CRASH. THE DRIVER OF UNIT #2 STATED THE DRIVER OF UNIT #1 CROSSED THE CENTER LINE OF THE ROADWAY AND CAUSED THE CRASH. UNIT #1 WAS UNABLE TO DETERMINE WHICH UNIT WAS RESPONSIBLE FOR CROSSING OVER THE CENTER LINE OF THE ROADWAY WHICH CAUSED THE DAMAGE TO UNIT #1. IN THIS, BOTH UNIT DRIVERS ARE LISTED WITH NO HAZARDOUS ACTION.				Diagram 					

FIGURE 6: CRASH DATA





PHOTO 1: SB Central at 200' from Parking (Stopping Sight Distance)





PHOTO 2: SB Central at 220' from Parking (Decision Sight Distance – Stop Maneuver)

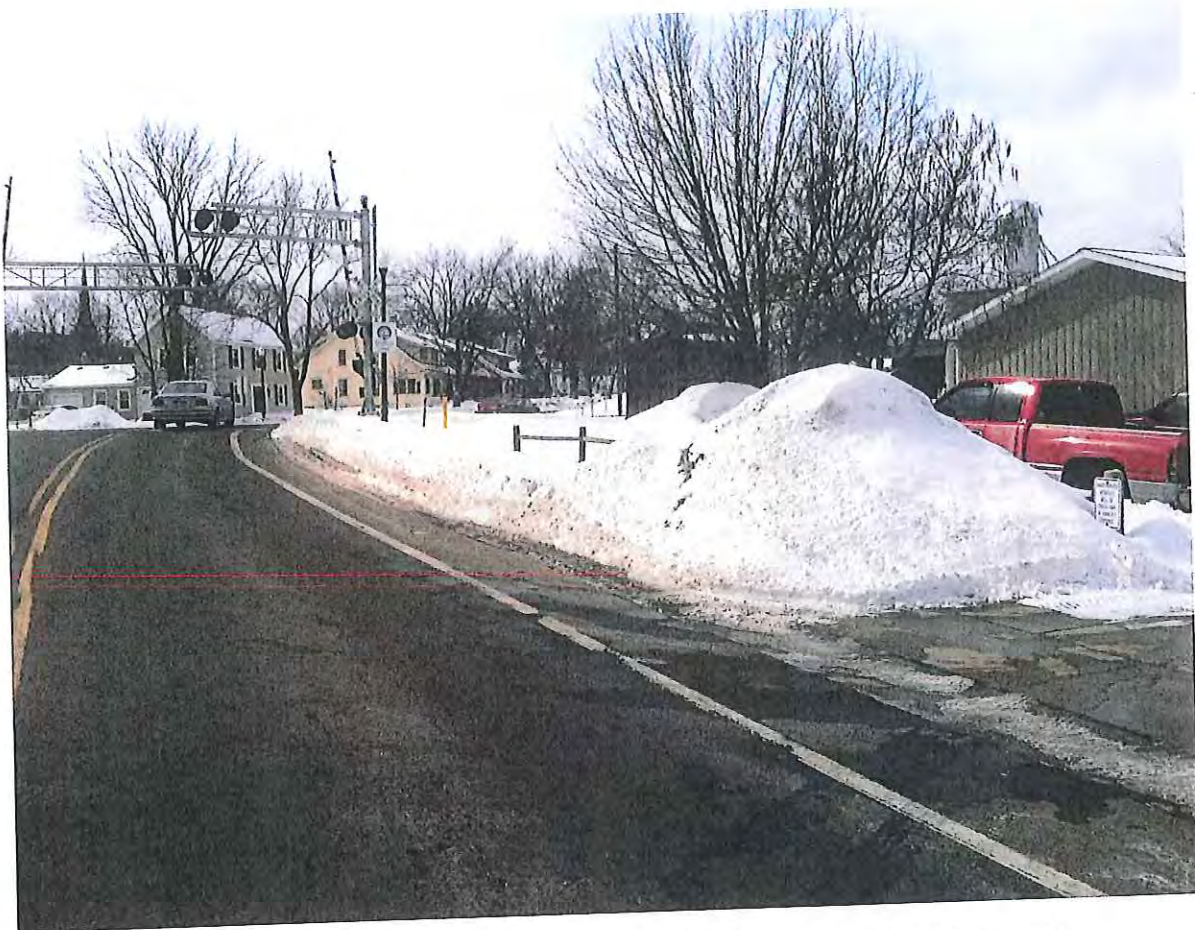
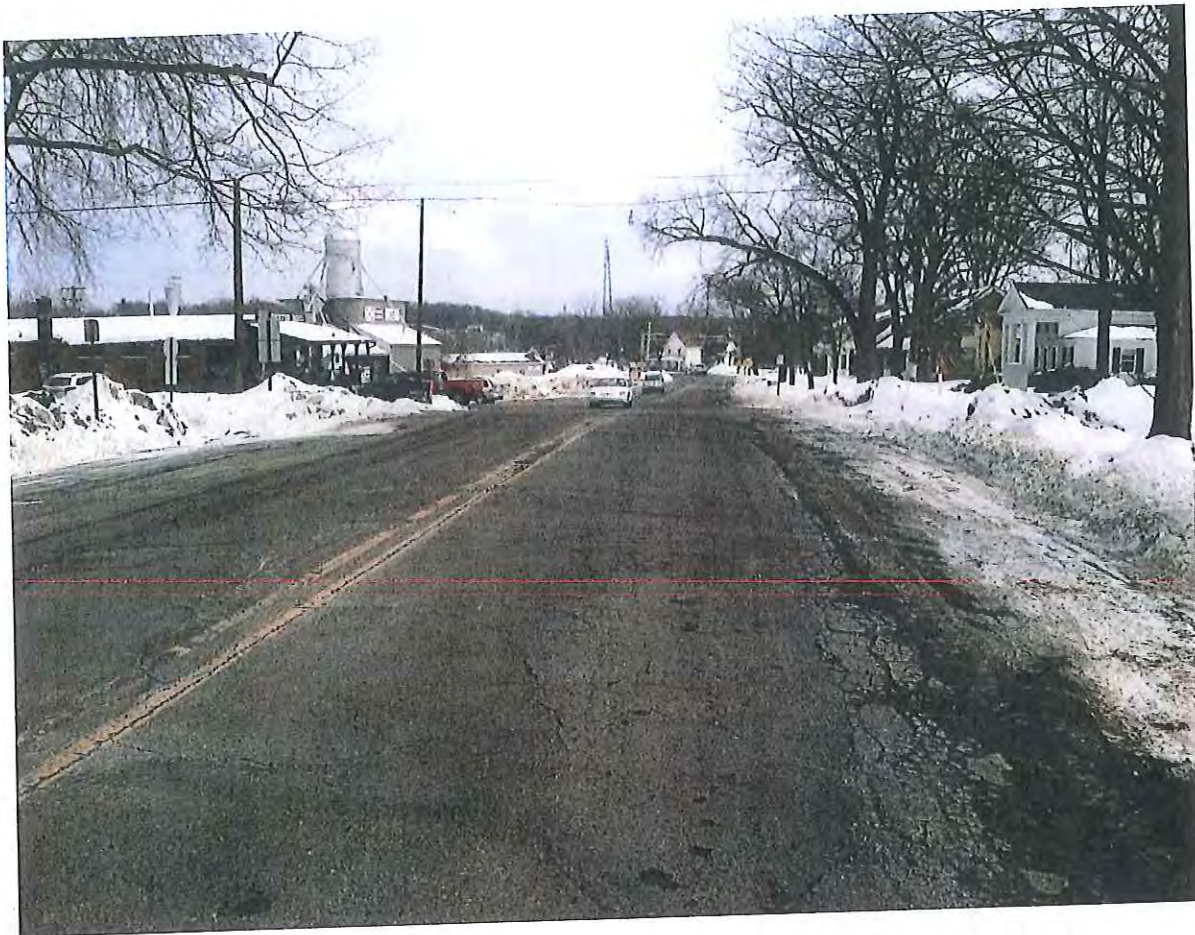


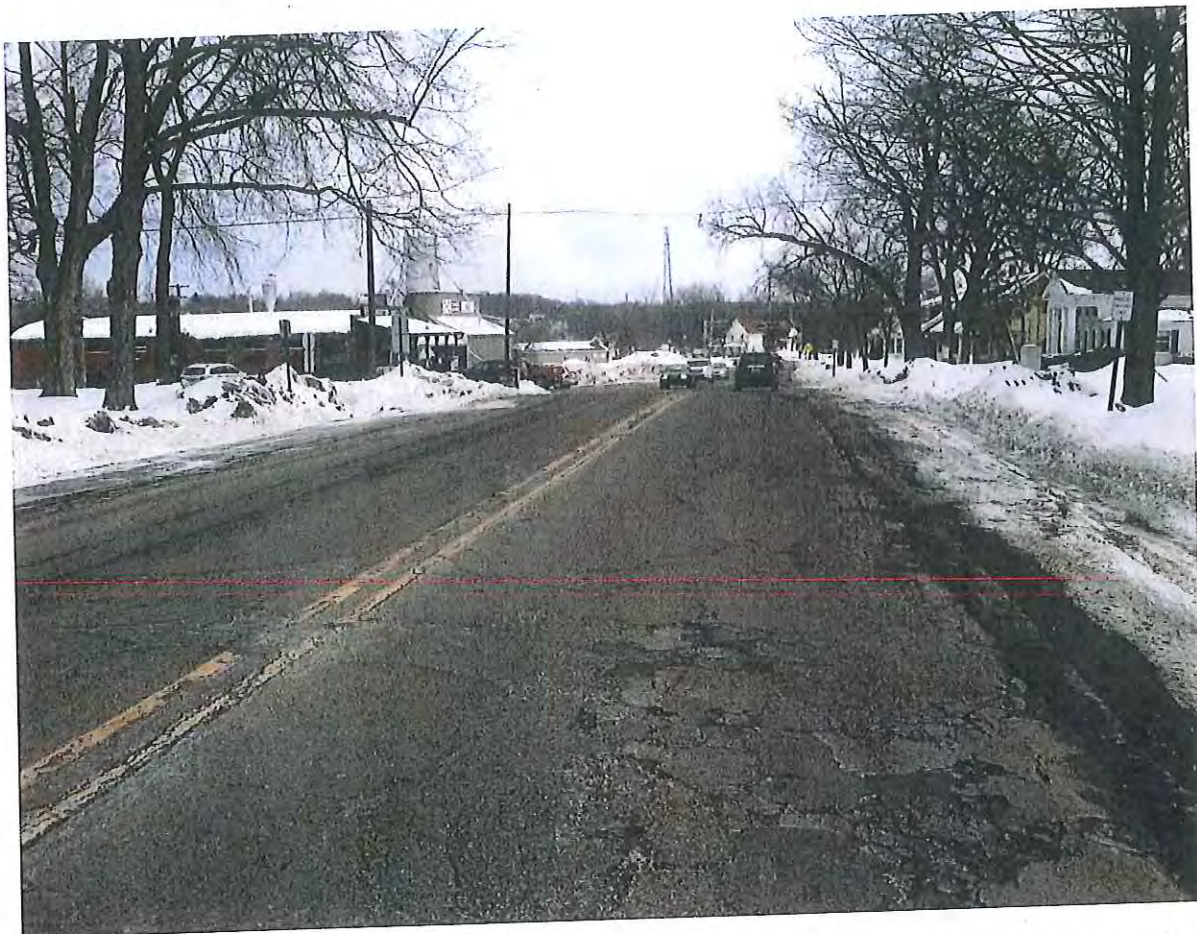
PHOTO 3: SB Central at 450' from Parking (Decision Sight Distance)





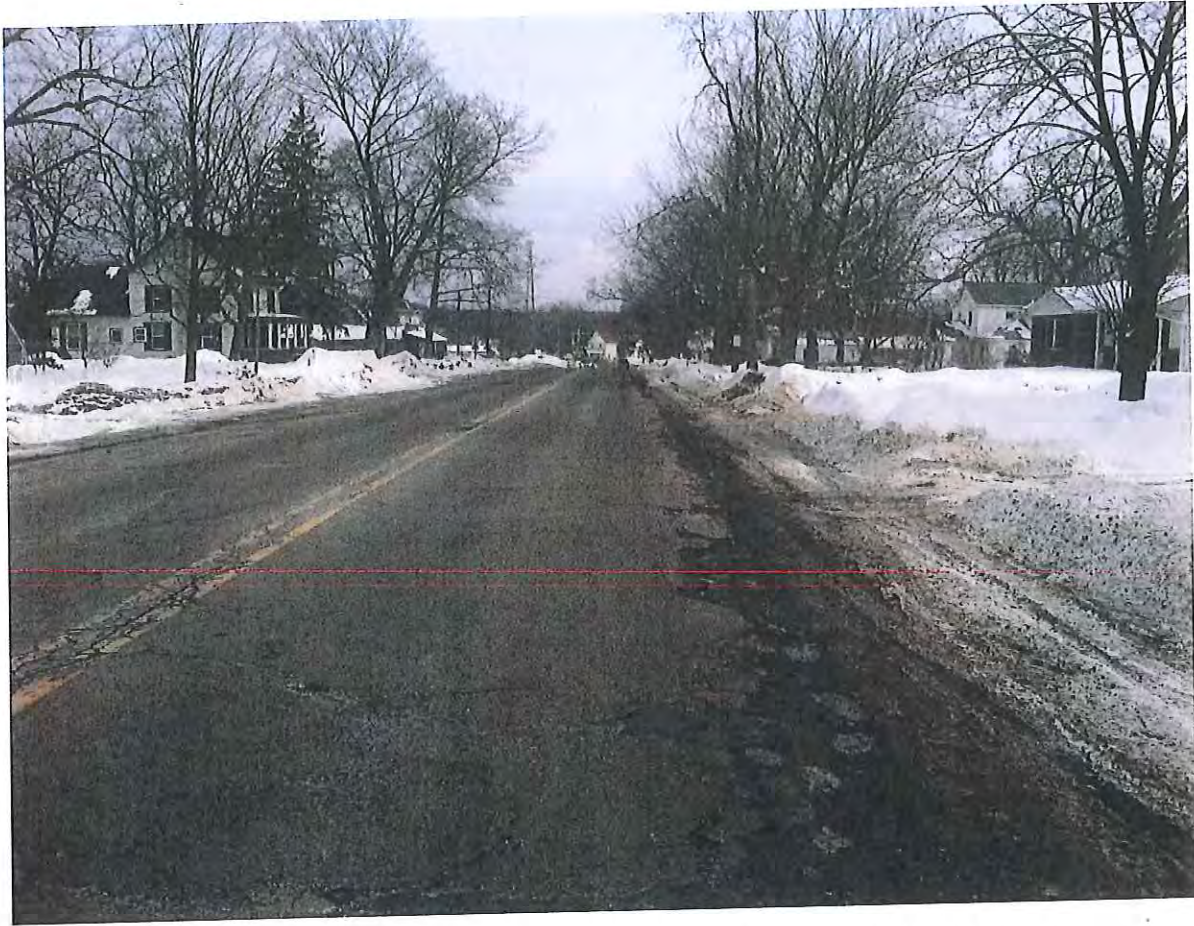
**PHOTO 4: NB Central at 200' from Parking (Stopping Sight Distance)**





**PHOTO 5: NB Central at 220' from Parking (Decision Sight Distance – Stop Maneuver)**





**PHOTO 6: NB Central at 450' from Parking (Decision Sight Distance)**

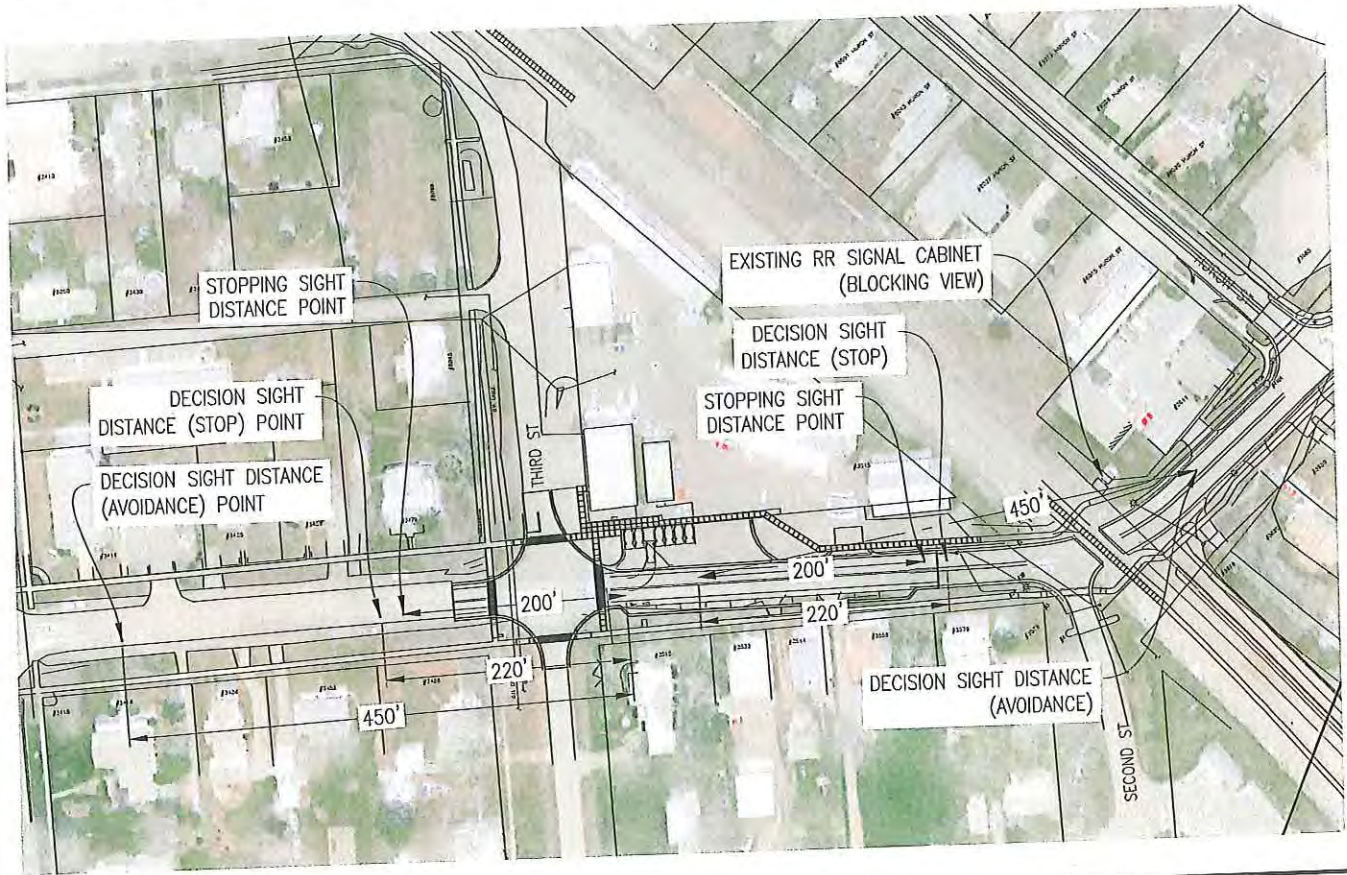


**PHOTO 7: Third Street Intersection (Looking northeast on Central)**





**PHOTO 8: Third Street Intersection (Looking Northwest on Central)**



CENTRAL STREET PHASE 2  
PARKING STUDY

SCALE  
H: 1" = 125' V:  
SHEET  
DRAWING 1



VILLAGE OF DEXTER

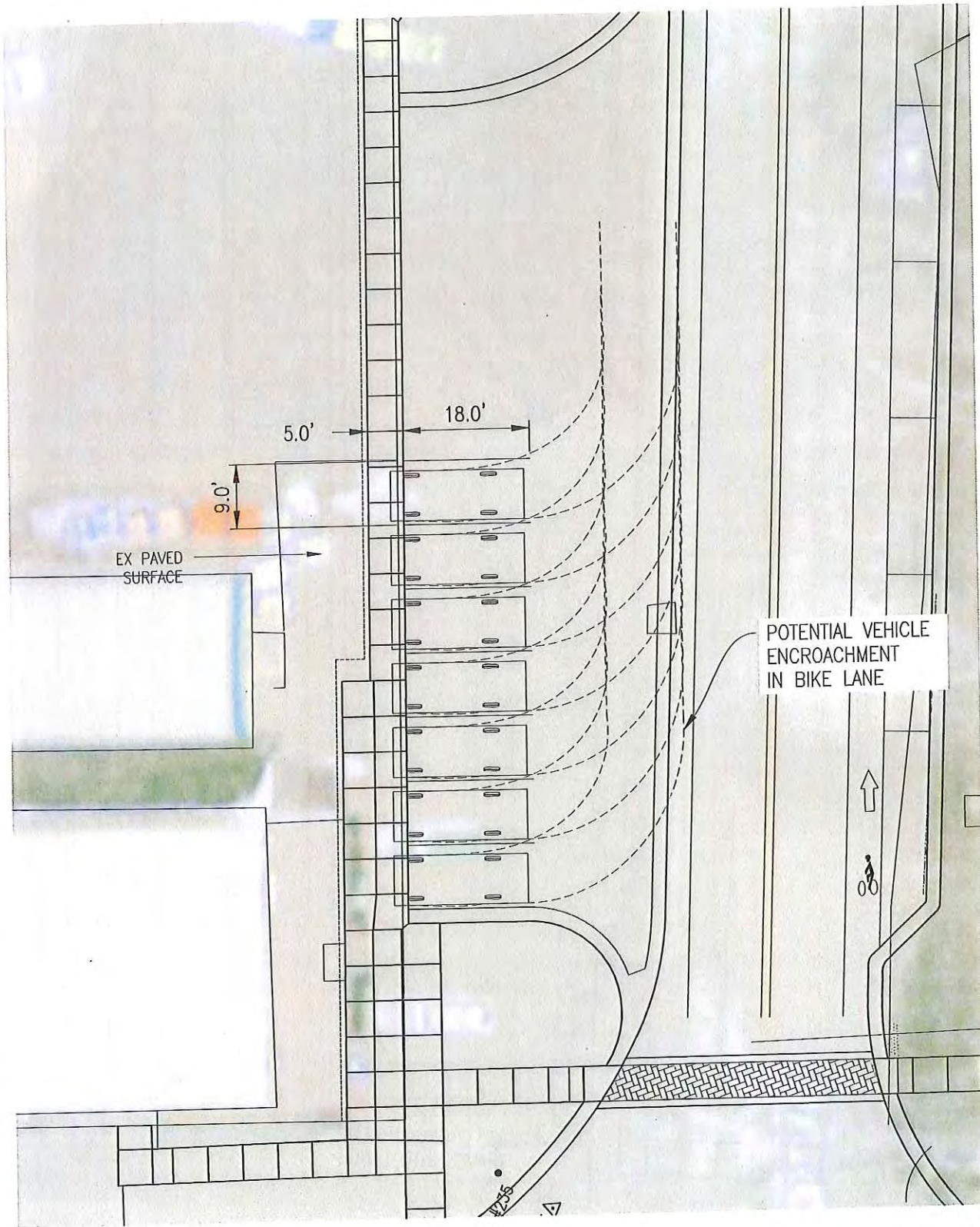
0130-13-0062

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM

COPYRIGHT 2012 OHM. ALL RIGHTS RESERVED. THESE MATERIALS ARE THE PROPERTY OF OHM AND THE SAME MAY NOT BE REPRODUCED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM.

DRAWING PATH: C:\Users\jared\appdata\local\temp\Advisors\_3160\Temp\cover.dwg Mar 26, 2014 - 3:25pm





CENTRAL STREET PHASE 2  
PARKING STUDY  
BACKOUT TO ENTER TRAVELED WAY

SCALE  
H: 1"=40' V: 1"=4'  
SHEET  
DRAWING 2

CLIENT:  
VILLAGE OF DEXTER

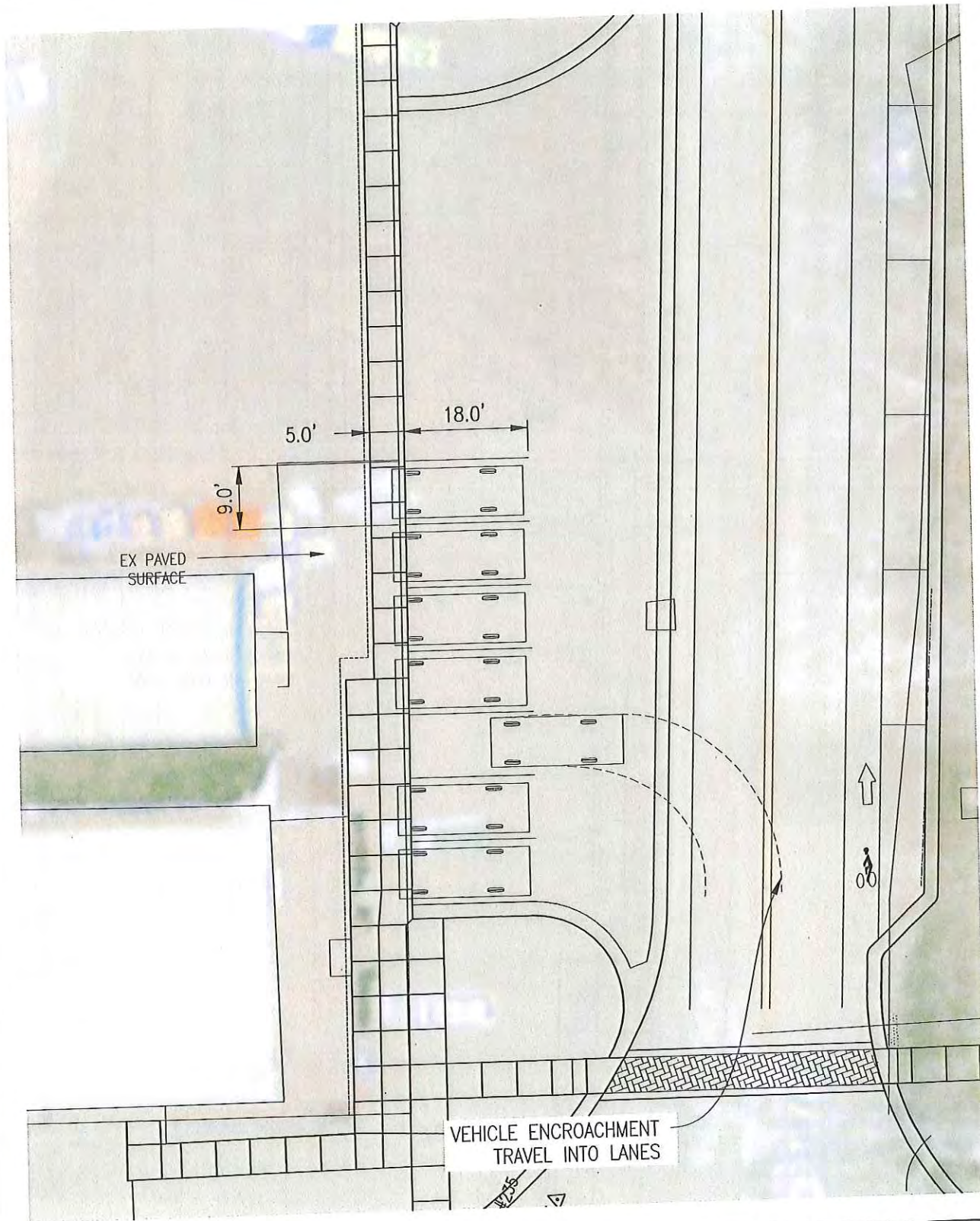
JOB #  
0130-13-0062

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM



COPYRIGHT 2012 OHM. ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREON CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM.  
DRAWING PATH: C:\Users\drose\appdata\local\temp\KcPubFsh\_8760\Perp\_recover.dwg Mar 06, 2014 - 3:21pm





CENTRAL STREET PHASE 2  
PARKING STUDY  
BACKOUT TO HEAD NORTH OR INTO MILL

SCALE  
H: 1"=40' V: 1"=4'  
SHEET  
DRAWING 3

CLIENT:  
VILLAGE OF DEXTER

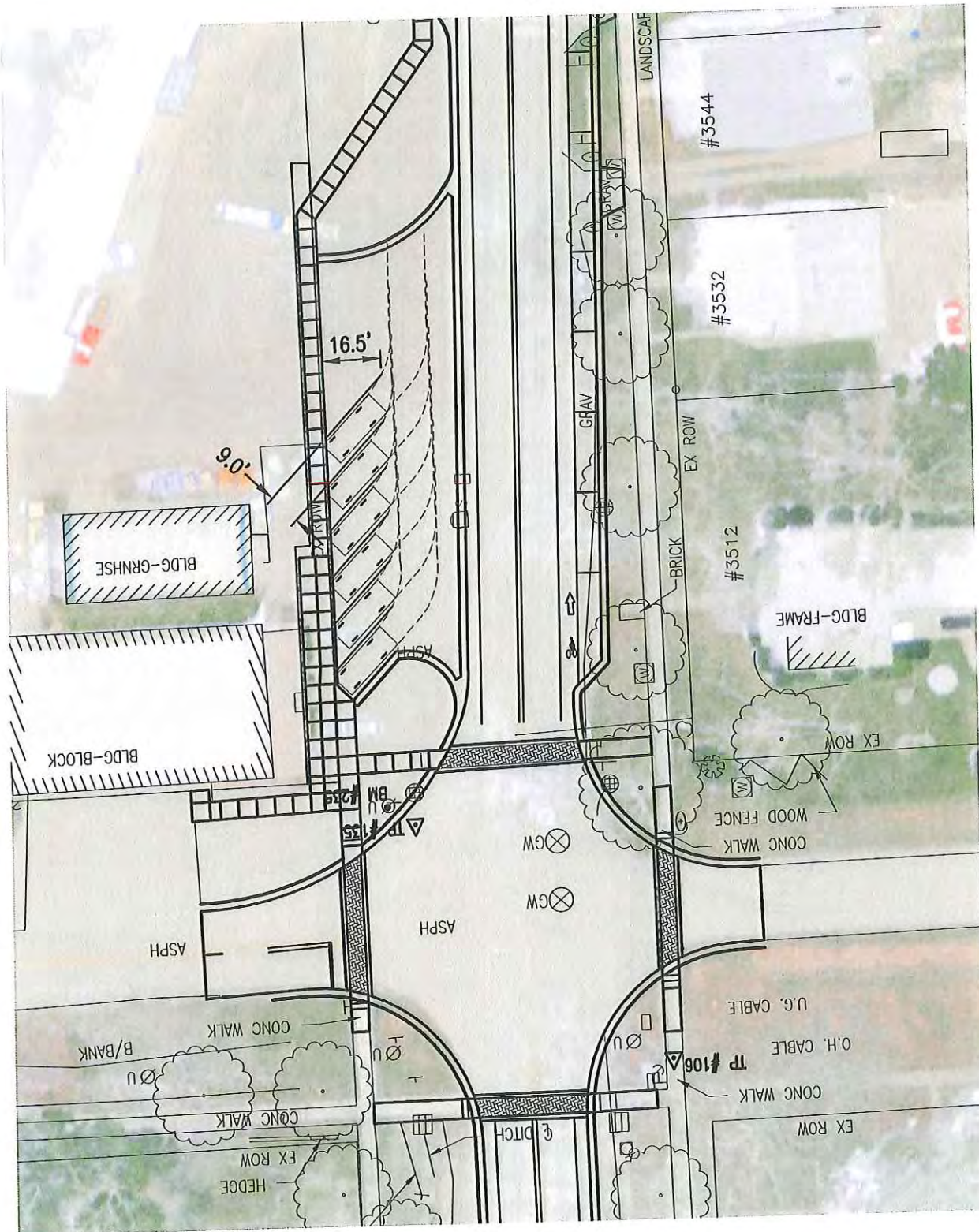
JOB #  
0130-13-0062

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM



COPYRIGHT 2012 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM  
DRAWING PATH: C:\Users\drose\appdata\local\temp\publish\_8260\Perp\_recover.dwg Mar 06, 2014 - 3:22pm





CENTRAL STREET PHASE 2  
PARKING STUDY  
ANGLE PARKING - BACK OUT MANEUVER

SCALE  
H: 1"=40' V: 1"=4'  
SHEET  
DRAWING 4

CIENT:  
VILLAGE OF DEXTER

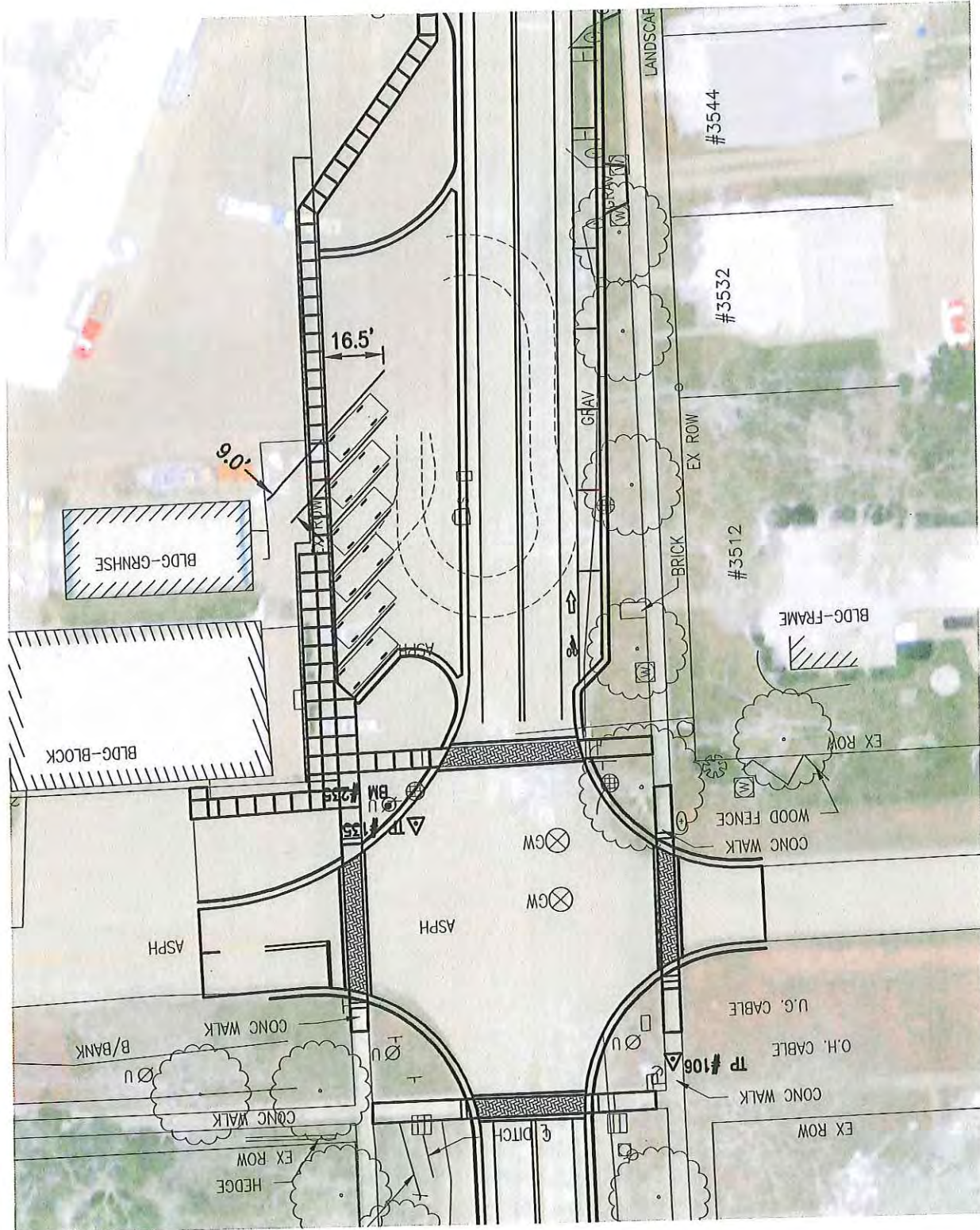
0130-13-0062

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM



COPYRIGHT 2012 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM  
DRAWING PATH: C:\Users\drose\appdata\local\temp\AcPublish\_6240\Angle.dwg Mar 06, 2014 - 3:12pm





CENTRAL STREET PHASE 2  
PARKING STUDY  
ANGLE PARKING - TRAVELED WAY IMPACT

SCALE  
H: 1"=40' V: 1"=4'  
SHEET  
DRAWING 5

CLIENT  
VILLAGE OF DEXTER

JOB #  
0130-13-0062

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM



COPYRIGHT 2012 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM  
DRAWING PATH: C:\Users\draze\appdata\local\temp\AcPublish\_6240\Angle.dwg Mar 06, 2014 - 3:12pm

# **Michigan Department of Transportation Diagonal Parking Review Process for Local Agency Projects**

November 10, 2003  
Page 1 of 2

**I. If diagonal parking is proposed within the project limits, then the Local Agency must submit an Engineering Study to the Michigan Department of Transportation – Local Agency Programs (LAP) Staff Engineer prior to the Grade Inspection for review and concurrence.**

A. The following documents must be referred to in the Engineering Study:

1. American Association of State Highway and Transportation Officials, A Policy on Geometrics Design of Highways and Streets, Chapter 4 (Cross Section Elements), *On Street Parking* (AASHTO) as well as other applicable sections of AASHTO
2. "Guidelines for Parking Facility Location and Design", Institute of Transportation Engineers, Technical Committee 5D-8, April 1994, (ITE)

B. The Engineering Study shall be prepared, signed, and sealed by a Professional Engineer registered in the state of Michigan and shall include the following:

1. Function of the street
  - a) Arterial
  - b) Collector
  - c) Local
2. Adjacent land use
  - a) Retail Business
  - b) City Park
  - c) Government Offices
  - d) etc.
3. Traffic volume
4. Crash analysis along with last three years of crash history for the proposed location of diagonal parking.
5. Proposed design speed as well as posted speed.
6. Existing street dimensions
7. Lane width
  - a) Parking width
  - b) Curb and gutter
  - c) etc.

## MDOT Diagonal Parking Review Process for Local Agency Projects

Page 2 of 2

8. Scaled detail of proposed plan
  - a) Dimension lane width
  - b) Dimension parking bay width, length, and angle
  - c) Dimension shy distance
  - d) Show all cross roads and driveways in the immediate area
9. Proposed sight distance
10. Stopping sight distance for traveling motorists  
Decision sight distance for parked motorists
11. Proposed impact on traveled way
  - a) Turning radius into parking stalls
  - b) Turning radius out-to the traveled way
12. Develop a summary substantiating minimum criteria in met for providing a design with minimal impacts to traveled way and opportunity for reasonable safe decision making by drivers.

### II. LAP staff engineer: concurs/denies recommendations

- A. Compares diagonal parking plan with recommended minimum dimensions and desirable sight distances. (Reference ITE parking stall dimensions along with AASHTO requirements). This includes width of parking bay, shy distance (buffer area), and lane width, along with the available decision sight distance the driver of a parked vehicle will have without impeding the traveled way. In other words; the driver pulling out of the parking bay has an opportunity to back out a number of feet, stop, look down the traveled way, and safely continue when traffic is clear. Angle parking without a buffer zone to provide a desirable decision sight distance is unacceptable.
  1. The minimum stopping sight distance for 25mph posted speed is 155ft (AASHTO).
  2. The "optimum" minimum stall width is 8.5 ft (ITE).  
Stall widths are measured perpendicular to the vehicle. If the stall is placed at an angle of less than 90 degrees, the width parallel to the aisle must be increased proportionately.
  3. The stall length should accommodate the average vehicle.  
Recommended length is 17.5 ft (ITE).
- B. Concurs/denies recommendations and submits reply back to the requesting Local Agency.

AGENDA 3-10-14  
ITEM L-3

## VILLAGE OF DEXTER

cnicholls@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

Phone (734)426-8303 ext 17 Fax (734)426-5614

### MEMO

**To:** President Keough and Council  
**From:** Courtney Nicholls, Assistant Village Manager  
**Date:** March 4, 2014  
**Re:** Addition of Dexter Crossing 5B to Act 51 Funding

Each year the Village receives information from the Michigan Department of Transportation confirming the roads that we are requesting Act 51 funding for. This year we need to add the Dexter Crossing Phase 5B streets. MDOT requires Council to pass a resolution that includes the center line description for each street, which is included for Council's consideration.

Adding this approximately 0.6 miles of roadway will generate an additional \$1,400 in revenue.

## Resolution for Street Certification

At a regular meeting of the Village Council of Dexter, Michigan, held at the Dexter Senior Center on \_\_\_\_\_, the following resolution was offered by Trustee \_\_\_\_\_, and supported by Trustee \_\_\_\_\_.

WHEREAS, the Village of Dexter did on September 23, 2013 acquire title to Kingsley Circle, Bristol Drive, and portions of Carrington and Wellington, and

WHEREAS, it is necessary to furnish certain information to the State of Michigan to place these streets within the Village Street System for the purpose of obtaining funds under Act 51, PA 1951 as amended.

NOW THEREFORE BE IT RESOLVED:

That the center line of said streets is described as:

### Wellington Drive (North of Bristol Drive) Legal Description

Wellington Drive being 50 feet wide, 25 feet each side of the following described Centerline:

Commencing at the North  $\frac{1}{4}$  corner of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan; thence South  $00^{\circ}31'02''$  East 1691.89 feet along the North-South  $\frac{1}{4}$  line of said Section 8; thence South  $89^{\circ}19'25''$  West 130.73 feet; thence North  $52^{\circ}53'01''$  West 33.42 feet to the centerline of Wellington Drive (50 feet wide), said point being the **POINT OF BEGINNING**; thence along said centerline 46.61 feet along a curve to the right having a radius of 400.00 feet, a central angle of  $6^{\circ}40'33''$ , a chord bearing South  $03^{\circ}39'15''$  East a distance of 46.58 feet; thence South  $00^{\circ}40'35''$  East 126.39 feet to the centerline of Bristol Drive (50 feet wide); thence continuing South  $00^{\circ}40'35''$  East 25.00 feet to the **POINT OF ENDING**.

### Bristol Drive Legal Description

Bristol Drive being 50 feet wide, 25 feet each side of the following described Centerline:

Commencing at the North  $\frac{1}{4}$  corner of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan; thence South  $00^{\circ}31'02''$  East 1691.89 feet along the North-South  $\frac{1}{4}$  line of said Section 8; thence South  $89^{\circ}19'25''$  West 130.73 feet; thence North  $52^{\circ}53'01''$  West 33.42 feet to the centerline of Wellington Drive (50 feet wide); thence along said centerline 46.61 feet along a curve to the right having a radius of 400.00 feet, a central angle of  $6^{\circ}40'33''$ , a chord bearing South  $03^{\circ}39'15''$  East a distance of 46.58 feet; thence South  $00^{\circ}40'35''$  East 126.39 feet to the centerline of Bristol Drive (50 feet wide), said point being the **POINT OF BEGINNING**; thence South  $89^{\circ}19'25''$  West 306.66 feet to the centerline of Kingsley Circle (50 feet wide); thence continuing South  $89^{\circ}19'25''$  West 112.33 feet; thence 366.41 feet along a curve to the left having a radius of 230.00 feet, a central angle of  $91^{\circ}16'40''$ , a chord bearing South  $43^{\circ}41'06''$  West a distance of 328.88 feet; thence South  $01^{\circ}35'19''$  East 133.98 feet to the centerline of Kingsley Circle (50 feet wide); thence continuing South  $01^{\circ}35'19''$  East 305.17 feet to a point on the centerline of Wellington Drive (50 feet wide), said point being the **POINT OF ENDING**.



#### Kingsley Circle Legal Description

Kingsley Circle being 50 feet wide, 25 feet each side of the following described Centerline:

Commencing at the North  $\frac{1}{4}$  corner of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan; thence South  $00^{\circ}31'02''$  East 1691.89 feet along the North-South  $\frac{1}{4}$  line of said Section 8; thence South  $89^{\circ}19'25''$  West 130.73 feet; thence North  $52^{\circ}53'01''$  West 33.42 feet to the centerline of Wellington Drive (50 feet wide); thence along said centerline 46.61 feet along a curve to the right having a radius of 400.00 feet, a central angle of  $6^{\circ}40'33''$ , a chord bearing South  $03^{\circ}39'15''$  East a distance of 46.58 feet; thence South  $00^{\circ}40'35''$  East 126.39 feet to the centerline of Bristol Drive (50 feet wide); thence along said centerline South  $89^{\circ}19'25''$  West 306.66 feet to a point on the centerline of Kingsley Circle (50 feet wide), said point being the **POINT OF BEGINNING**; thence along said centerline South  $00^{\circ}04'35''$  East 135.58 feet; thence 361.10 feet along a curve to the right having a radius of 230.00 feet, a central angle of  $89^{\circ}57'16''$ , a chord bearing South  $43^{\circ}52'02''$  West a distance of 325.14 feet; thence South  $88^{\circ}24'41''$  West 112.08 feet to a point on the centerline of Bristol Drive (50 feet wide), said point being the **POINT OF ENDING**.

#### Wellington Drive (South of Bristol Drive) Legal Description

Wellington Drive being 50 feet wide, 25 feet each side of the following described Centerline:

Commencing at the North  $\frac{1}{4}$  corner of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan; thence South  $00^{\circ}31'02''$  East 1691.89 feet along the North-South  $\frac{1}{4}$  line of said Section 8; thence South  $89^{\circ}19'25''$  West 130.73 feet; thence North  $52^{\circ}53'01''$  West 33.42 feet to the centerline of Wellington Drive (50 feet wide); thence along said centerline 46.61 feet along a curve to the right having a radius of 400.00 feet, a central angle of  $6^{\circ}40'33''$ , a chord bearing South  $03^{\circ}39'15''$  East a distance of 46.58 feet; thence South  $00^{\circ}40'35''$  East 126.39 feet to the centerline of Bristol Drive (50 feet wide); thence South  $89^{\circ}19'25''$  West 306.66 feet to the centerline of Kingsley Circle (50 feet wide); thence continuing South  $89^{\circ}19'25''$  West 112.33 feet; thence 366.41 feet along a curve to the left with a radius of 230.00 feet, a central angle of  $91^{\circ}16'40''$ , a chord bearing South  $43^{\circ}41'06''$  West a distance of 328.88 feet; thence South  $01^{\circ}35'19''$  East 133.98 feet to the centerline of Kingsley Circle (50 feet wide); thence continuing South  $01^{\circ}35'19''$  East 305.17 feet to a point on the centerline of Wellington Drive (50 feet wide); thence along said centerline North  $88^{\circ}24'41''$  East 69.21 feet to the **POINT OF BEGINNING**; thence along said centerline South  $88^{\circ}24'41''$  West 414.37 feet; thence 141.69 feet along a curve to the left having a radius of 230.00 feet, a central angle of  $35^{\circ}17'52''$ , a chord bearing South  $70^{\circ}45'46''$  West a distance of 139.46 feet; thence South  $53^{\circ}34'19''$  West 87.24 feet to a point on the centerline of Carrington Drive (40 feet wide), said point being the **POINT OF ENDING**.

#### Carrington Drive Legal Description

Carrington Drive being 40 feet wide, 20 feet each side of the following described Centerline:

Commencing at the North ¼ corner of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw County, Michigan; thence South 00°31'02" East 1691.89 feet along the North-South ¼ line of said Section 8; thence South 89°19'25" West 130.73 feet; thence North 52°53'01" West 33.42 feet to the centerline of Wellington Drive (50 feet wide); thence along said centerline 46.61 feet along a curve to the right having a radius of 400.00 feet, a central angle of 6°40'33", a chord bearing South 03°39'15" East a distance of 46.58 feet; thence South 00°40'35" East 126.39 feet to the centerline of Bristol Drive (50 feet wide); thence South 89°19'25" West 306.66 feet to the centerline of Kingsley Circle (50 feet wide); thence continuing South 89°19'25" West 112.33 feet; thence 366.41 feet along a curve to the left having a radius of 230.00 feet, a central angle of 91°16'40", a chord bearing South 43°41'06" West a distance of 328.88 feet; thence South 01°35'19" East 133.98 feet to the centerline of Kingsley Circle (50 feet wide); thence continuing South 01°35'19" East 305.17 feet to a point on the centerline of Wellington Drive (50 feet wide); thence along said centerline South 88°24'41" West 345.16 feet; thence 141.69 feet along a curve to the left having a radius of 230.00 feet, a central angle of 35°17'52", a chord bearing South 70°45'46" West a distance of 139.46 feet; thence South 53°34'19" West 87.24 feet to a point on the centerline of Carrington Drive (40 feet wide); thence along said centerline South 36°25'41" East 72.95 feet to the **POINT OF BEGINNING**; thence along said centerline North 36°25'41" West 240.81 feet; thence 131.06 feet along a curve to the right having a radius of 230.00 feet, a central angle of 32°38'53", a chord bearing North 20°06'11" West a distance of 129.29 feet; thence North 03°46'51" West 219.52 feet to the **POINT OF ENDING**.

That said streets are located with a Village right-of-way and are under the control of the Village of Dexter.

That said streets are a public street and are for public street purposes.

That said streets are accepted into the Village Local Street System and were open to the public on September 23, 2013.

RESOLUTION DECLARED ADOPTED THIS \_\_\_\_ DAY OF MARCH 2014.

---

Village President – Shawn W. Keough

#### CERTIFICATION

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Village Council of the Village of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the \_\_\_\_ day of March 2014.

---

Village Clerk – Carol J. Jones